



# LIFT

*Community Action Agency, Inc.*

## *Board of Directors Meeting*

OCTOBER 8, 2024 • 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, October 8, 2024 · 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unless and except for any item which any one of the Board desires to have discussion about at the meeting or withdrawn from the Consent Docket and handled individually in order immediately following the completion of the Consent Docket.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 September 2024 Regular Meeting Minutes (Organizational Standard 5.5)
- E.** Consideration, Discussion, and Vote to Approve August 2024 Financial Reports; Distribution of September 2024 Financials for November 2024 Consideration and Vote (OS 8.7)
- F.** Consider Submission of Resolutions/Grant Applications, Vote to Approve – **\$2,486,333**
  - 1. Community Event Grant Application to Potts Family Foundation - **\$500**
  - 2. Transportation Services Contract Bid to Oklahoma Dept. of Human Services - **\$1,385,224**
  - 3. Spark Good Local Grant Application to Walmart (Facility 49) - **\$5,000**
  - 4. HOME Investment Partnerships Program Grant Applications to Oklahoma Housing Finance Agency - **\$704,586** (Rental New Construction: \$654,586 & Community Housing Development Organization Operating: \$50,000)
  - 5. Section 5339(a) – Bus and Bus Facilities Program Application to Oklahoma Department of Transportation - **\$391,023** (Match: \$69,004)
- G.** Consider Acceptance of Grants/Contracts/Awards, Vote to Approve – **\$1,351,180.25**
  - 1. FY 2024 Community Services Block Grant Award (1% Increase) from Oklahoma Department of Commerce/Community Development - **\$2,286** (Total Awarded: \$236,709)
  - 2. Signature Cause Award (Holiday Food Baskets) from International Paper Foundation - **\$2,381**
  - 3. SFY 2025 Community Action Agencies State Appropriated Funds Award (Head Start) from ODOC - **\$91,962**
  - 4. Child and Adult Care Food Program Award from Oklahoma Department of Education - **\$1,254,551.25** (Program Operations – \$174,551.25; Daycare Home Meal Reimbursement – Up to \$1,080,000)
- H.** Consideration, Discussion, and Vote to Enter into Executive Session to Review/Discuss the Following Items (Oklahoma Statute Title 25 § 307(B)(1)):
  - 1. Executive and Personnel Committee’s Performance Evaluation of Rebecca (Reynolds) Porter, LIFT CAA Executive Director (OS 7.4)
  - 2. Employment Contract Renewal and Compensation of Rebecca (Reynolds) Porter as Executive Director of LIFT CAA (OS 7.5)

- I. Consideration, Discussion, and Vote to Adjourn Out of Executive Session and the Regular Board Meeting Be Reconvened
- J. Consideration, Discussion, and Vote to Approve the Performance Evaluation of Rebecca (Reynolds) Porter, LIFT CAA Executive Director (OS 7.4)
- K. Consideration, Discussion, and Vote to Approve the Renewal of Contract, Employment, and Compensation of Rebecca (Reynolds) Porter as LIFT CAA Executive Director (OS 7.5)
- L. Consideration, Discussion, and Vote to Approve LIFT CAA Board of Directors Regular Meeting Dates for 2025 (OS 5.5)
- M. Consideration, Discussion, and Vote to Approve Head Start/Early Head Start/EHS-Child Care Policy Council Operating Procedures and Conflict Resolution/Impasse Policy
- N. Board Training/Programmatic Report: HS/EHS/EHS-Child Care Program Information Reports (OS 5.7 & 5.9)
- O. Update on Community Needs Assessment, Prioritization of Results (OS 1.2, 2.2, 3.1, 3.2 & 3.3)
- P. 2024 Customer Satisfaction Report: 3<sup>rd</sup> Quarter (July – September) Results (OS 1.3)
- Q. Risk Assessment/Management Report (OS 5.9)
- R. Policy Council Report (OS 2.1 & 5.9)
- S. Recognition of October 2024 Employee of the Month:  
Sommer Springfield, Assistant Early Childhood Development & Curriculum Coach –  
Head Start/EHS/EHS-Child Care Programs
- T. Recognition of Service Awards  
*Five Years:* Rylie Clark, Caregiver – Early Learning Centers  
Kenesha Coleman, Transit Clerk – Transit Program  
Nathaniel Pickard, Human Resources/Benefit Specialist – Administration
- U. Other Reports/Announcements/Correspondence: HS/EHS/EHS-CC Monthly Reports (Program Summary, Communication and Guidance, Meals/Snack, Enrollment/Attendance, Data Analysis); Rural Sexual Assault, Domestic Violence, Dating Violence, and Stalking Program Grant No-Cost Extension Approval; Head Start Awareness Month; Domestic Violence Awareness Month; Ted Allen Memorial Awardee – Johnny Driggers; LIFT Family Resource Center Kick-off Event Report (OS 5.9)
- V. 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*)
- W. Consideration, Discussion, and Vote to Adjourn

Posted: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

LIFT COMMUNITY ACTION AGENCY, INC.  
209 NORTH 4<sup>TH</sup> STREET  
HUGO, OKLAHOMA 74743

MINUTES  
BOARD OF DIRECTORS MEETING  
September 10, 2024  
Head Start Administration Office - Hugo, Oklahoma

The Board of Directors of LIFT Community Action Agency, Inc. met in a regular meeting session on Tuesday, September 10, 2024 at 10:06 a.m. The meeting was held at LIFT CAA's Head Start Administration Office, located at 1005 S. 5<sup>th</sup> Street 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. 4<sup>th</sup> St., Hugo, Oklahoma) and the meeting site (1005 S. 5<sup>th</sup> St., 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 (17 Board Members present, 9 absent). The following Board Members were present at the meeting site: Colby Bryant, Kevin Cory, Brent Franks, Kristi Graham, Patsy Guess, David Hawkins, Andrea Henkel, Jia Johnson, Sharon Johnson, Vickie Leathers, Sandra Meeks, Carolyn Pool, David Smith, William Smith, Consuelo Splawn, Debra Williams, and Craig Young. The following members were absent: Tami Barnes, Tiffany Brockway, Brad Burgett, Jordan Hill, Jeffery Lucas, Kara Maness, Jim Bob Sullivan, Leah Thomas, and Vicky Wade. LIFT CAA employees and visitors present at the meeting site were: Kinsey Cox, Sheree Ensley, Macy Self, Dale Loughmiller, Rebecca (Reynolds) Porter, Darla Galyon, Johnny Moffitt, Brandon McDaniel, Mattie McKee, Amber Duncan, Ashley Gaddy, Kathy James, Jeannie McMillin, Jordan Mack, Kenesha Coleman, and Adina Burrell.

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 September 10, 2024 at 9:05 a.m. The Committee received a status report on all active loans; there were no new loan applications to present. The Committee voted to recommend full Board approval of the agency's Financial Reports for July 2024 and was presented with the August 2024 Financial Reports. There were no property updates.

#### CONSENT DOCKET ITEMS

#### CONSIDER APPROVAL OF MEETING MINUTES/FINANCIAL REPORTS

David Hawkins, Chairman, requested the Board's consideration, discussion, and vote to approve the August 2024 Regular Meeting Minutes and the July 2024 Financial Reports; the

August 2024 Financials were distributed for consideration and vote at the October 2024 Board Meeting (Organizational Standards 5.5 and 8.7). A motion was made by Andrea Henkel and seconded by William Smith to approve the August 2024 Regular Meeting Minutes and the July 2024 Financial Reports. The roll call vote was as follows: Yes 16; No 0; Abstain 0. The motion carried. The Voting Record is attached (Items D & E).

#### CONSIDER SUBMISSION OF RESOLUTIONS/GRANT APPLICATIONS

1. PY 2024 Department of Human Services Low Income Home Energy Assistance Program Application to Oklahoma Department of Commerce/Community Development in the amount of \$86,168.11; if awarded, 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).
2. Pathway Forward Weatherization Assistance Program Bipartisan Infrastructure Law Application (Round 2) to ODOC in the amount of \$1,018,249.84; if awarded, 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).
3. FY 2024 Community Services Block Grant Application (1% Increase) to ODOC in the amount of \$2,286; if awarded, these funds will be used for the purpose of revitalizing communities and the creation of opportunities for economic prosperity among low-income individuals and families.
4. SFY 2025 Community Action Agencies State Appropriated Funds (Head Start) Application to ODOC in the amount of \$91,962; if awarded, these funds will be used to offset Head Start/Early Head Start Teacher salaries and fringe benefits, and support a portion of the salaries/fringe benefits for Family Advocates who work with the programs.
5. SFY 2025 CAA State Appropriated Funds Application to ODOC in the amount of \$12,160; if awarded, this one-time allocation will be used to provide partial operational support for the LIFT CAA Housing Director (salary, fringe benefits, indirect costs). The Housing Director oversees numerous programs under the agency's housing umbrella that provides services and supports to low-income individuals and families.
6. Signature Cause Grant Application (Holiday Food Baskets) to International Paper Foundation in the amount of \$2,381; 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 2024 Thanksgiving and Christmas holiday seasons.
7. Choosing Childbirth Act Funding Application to Oklahoma State Department of Health in the amount of \$3,377,586; if awarded, these funds will be used to implement a tri-county Choosing Childbirth Program. This funding will support pregnant women and those who may become pregnant through the provision of direct and indirect services. Direct services will include delivery of evidence-based curriculum, parenting education, case management, employment, transportation, housing, nutrition, and education assistance. Additional community supports will be provided through partner organizations and healthcare providers. The three-year program would result in the creation of eight new jobs and serve 120 women each year.
8. Weyerhaeuser Giving Fund Application to Weyerhaeuser Company in the amount of \$30,000; if awarded, these funds would support renovation work (purchase and installation of new cabinetry) at Terry Hill Apartments.

9. PY 2024 Department of Energy Weatherization Assistance Program Application to ODOC in the amount of \$293,075; if awarded, these funds will be used to support LIFT's Weatherization Program and provision of services within Region 5 (Atoka, Bryan, Carter, Choctaw, Coal, Johnston, Love, Marshall, McCurtain, Murray, Pontotoc, and Pushmataha Counties).

After discussion and Board Member input with regards to the applications presented, a motion was made by Debra Williams and seconded by David Smith to approve the submission of resolutions and/or grant applications in the amount of \$4,913,867.95 presented as listed on the Consent Docket. The roll call vote was as follows: Yes 15; No 0; Abstain 1. The motion carried. The Voting Record is attached (Item F).

#### CONSIDER ACCEPTANCE OF GRANTS/CONTRACTS/AWARDS

1. FY 2025 Domestic Violence/Sexual Assault Program Services Contract Award from Oklahoma Office of Attorney General in the amount of \$237,992.68; these funds will 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 can include crisis intervention, safety planning, individual counseling, peer counseling, educational services, legal advocacy, personal advocacy, housing advocacy, medical advocacy, information/referral, and transportation. The funding would also be used for the provision of dating violence intervention and prevention, culturally and linguistically appropriate services, and outreach to underserved populations.
2. Pathway Forward Weatherization Assistance Program Bipartisan Infrastructure Law Award (Round 2) from ODOC in the amount of \$1,018,249.84; 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. To date, the total amount awarded is \$1,494,642.84.
3. PY 2024 Department of Human Services LIHEAP Award from ODOC in the amount of \$86,168.11; 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).
4. SFY 2025 CAA State Appropriated Funds Award from ODOC in the amount of \$12,160; this one-time allocation will be used to provide partial operational support for the LIFT CAA Housing Director (salary, fringe benefits, indirect costs). The Housing Director oversees numerous programs under the agency's housing umbrella that provides services and supports to low-income individuals and families.
5. 2024 Victims of Crime Act Grant Award (Court Appointed Special Advocates) from Oklahoma District Attorneys Council in the amount of \$32,185; the one-year VOCA grant will be used to provide salary and other operating support for LIFT CASA staff. Since the purpose of this grant program is to provide direct services to victims of crime, this funding will allow LIFT CASA to continue providing advocacy services for abused and neglected children within Choctaw, McCurtain, and Pushmataha Counties.
6. 2024 VOCA Grant Award (Victim Advocacy Services) from Oklahoma DAC in the amount of \$48,204; this funding will provide operational support for the Victim Advocacy Services Program for a period of one year. The program provides enhanced, needed direct

services to victims and their families; a Victim Services Coordinator assists victims of crime in Choctaw, McCurtain, and Pushmataha Counties through direct service provision/linking to resources that will serve the victim's physical, emotional, and basic needs.

A motion was made by David Smith and seconded by Brent Franks to approve acceptance of grants, contracts, and awards in the amount of \$1,434,959.63 as presented and listed on the Consent Docket. The roll call vote was as follows: Yes 16; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item G).

Rebecca (Reynolds) Porter, Executive Director, provided the Board with an update on the agency's Comprehensive Community Addiction Recovery Center and Certification Process (Organizational Standard 5.9). After providing a brief history of the agency's journey into the opioid/substance use prevention, treatment, and recovery sectors, Porter reported that the application for Outpatient Mental Health Treatment Certification has been submitted to the Oklahoma Department of Mental Health and Substance Abuse Services. The application has been reviewed, and the agency has been granted temporary certification—a crucial step in the process of becoming a Comprehensive Community Addiction Recovery Center. The agency will continue in the process, working over the next six months in the provision of client services and participation in various monitoring efforts by ODMHSAS to achieve full certification, which will allow for billing of services and sustainability of the center in the future.

Rebecca (Reynolds) Porter, Executive Director, requested the Board's consideration, discussion, and vote to approve the LIFT CAA Policies and Procedures for Outpatient Mental Health Treatment Certification through the Oklahoma Department of Mental Health and Substance Abuse Services. Porter explained that this was another step in the agency's certification process, to formalize the Comprehensive Community Addiction Recovery Center's operating/governing policies and procedures. A motion was made by Andrea Henkel and seconded by Brent Franks to approve the LIFT CAA Policies and Procedures for Outpatient Mental Health Treatment Certification through the Oklahoma Department of Mental Health and Substance Abuse Services. The roll call vote was: Yes 15; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item I).

Darla Galyon, Head Start/Early Head Start/EHS-Child Care Director, presented the Early Head Start-Child Care Partnership Governance, Leadership, and Oversight Capacity Screener, Training Plan, and Health and Safety Screener to the Board (Organizational Standards 5.7 and 5.9). Galyon detailed each section of the Capacity Screener, the Health and Safety Screener, and explained the components of the Training Plan.

Darla Galyon, Head Start/Early Head Start/EHS-Child Care Director, requested the Board's consideration, discussion, and vote to approve the Early Head Start-Child Care Partnership Governance, Leadership, and Oversight Capacity Screener and Training Plan. Galyon explained that this item should also include approval of the Health and Safety Screener that was presented in the previous item, for certification purposes to the Office of Head Start. A motion was made by Kevin Cory and seconded by David Smith to approve the Early Head Start-Child Care Partnership Governance, Leadership, and Oversight Capacity Screener, Training Plan, and Health

and Safety Screener. The roll call vote was as follows: Yes 16; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item K).

Darla Galyon, Head Start/Early Head Start/EHS-Child Care Director, requested the Board's consideration, discussion, and vote to approve the 2024-2025 Mental Health Contract with Zen Gee Counseling and Psychological Services, LLC. Galyon explained that Zen Gee Counseling and Psychological Services, LLC was selected through a bid process in alignment with the agency's financial and procurement policies. A motion was made by William Smith and seconded by Brent Franks to approve the 2024-2025 Mental Health Contract with Zen Gee Counseling and Psychological Services, LLC. The roll call vote was as follows: Yes 16; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item L).

Mattie McKee, Head Start/Early Head Start/EHS-Child Care Assistant Director, requested the Board's consideration, discussion, and vote to approve the 2024-2025 Head Start/Early Head Start Training and Technical Assistance Plan. The provision of technical assistance and training for the Head Start/Early Head Start Programs serves to improve program quality. Head Start/Early Head Start staff receive a combination of Pre-service and In-service training as well as various other training opportunities. Trainings provided are based on staff needs, self-assessment, new best practices, training needs assessment, individual professional development plans, and Head Start Performance Standards. In addition to program staff, the Training and Technical Assistance Plan also includes development opportunities for the Policy Council and Board of Directors. The proposed plan outlines how the \$59,260 (Head Start: \$39,956 EHS: \$19,304) allocated for training and technical assistance will be expended during the 2024-2025 program year. A motion was made by William Smith and seconded by Debra Williams to approve the 2024-2025 Head Start/Early Head Start Training and Technical Assistance Plan. The roll call vote was: Yes 16; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item M).

Mattie McKee, Head Start/Early Head Start/EHS-Child Care Assistant Director, requested the Board's consideration, discussion, and vote to approve Darla Galyon (Head Start/EHS/EHS-Child Care Director) and Mattie McKee (Head Start/EHS/EHS-Child Care Assistant Director) as the E-Rate Purchasing Agents for the 2024-2025 School Year. With funding from the Universal Service Fund, E-Rate provides discounts for telecommunications, Internet access, and internal connections to eligible schools and libraries. This is an annual request to have the necessary staffing in place to oversee the process and perform necessary administration duties for the 2024-2025 school year. A motion was made by Brent Franks and seconded by Debra Williams to approve Darla Galyon (Head Start/EHS/EHS-Child Care Director) and Mattie McKee (Head Start/EHS/EHS-Child Care Assistant Director) as the E-Rate Purchasing Agents for the 2024-2025 School Year. The roll call vote was as follows: Yes 16; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item N).

Mattie McKee, Head Start/Early Head Start/EHS-Child Care Assistant Director, provided a Board Training/Programmatic Report over program compliance with Children's Internet Protection Act (CIPA) Cyberbullying Awareness (Organizational Standards 5.7 and 5.9). CIPA was signed into law on December 21, 2000, and requires recipients of federal technology funds to comply with certain filtering and policy requirements. LIFT CAA will continue to utilize ProxEfence and DansGuardian as its filtering programs. These programs check for bad subjects,

profanities, hate, and pornography then disallows if not suitable. LIFT CAA also uses Cyber Smart Lessons. LIFT CAA's Head Start/EHS/EHS-Child Care Programs' Internet Safety policies address the following as required by CIPA: (a) access by minors to inappropriate matter on the Internet and World Wide Web; (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) unauthorized access, including so-called "hacking," and other unlawful activities by minors online; (d) unauthorized disclosure, use, and dissemination of personal information regarding minor; (e) measures designed to restrict minors' access to materials harmful to minors; and (f) educating minors about appropriate online behavior, including interacting with others on social networking websites and in chat rooms and cyberbullying awareness and response.

Ashley Gaddy, Outreach Specialist, provided a Board Training/Programmatic Report over the LIFT Family Resource Center (Organizational Standards 5.7 and 5.9). LIFT CAA's Family Resource Center was established through a Know and Grow Oklahoma: Building Resilient Children, Families & Communities – Family Resource Center Grant Award from the Potts Family Foundation. Over the next three years, the FRC will serve as a centralized hub for families to access information/referrals, services, resources, and supports. The FRC will promote cross-sector collaboration, serving to strengthen systems across rural southeastern Oklahoma to mitigate the impact of adversity and support protective factors among families with children under age five. The FRC will serve Choctaw, McCurtain, and Pushmataha Counties, located centrally within the service area (Hugo, OK). Staff will provide direct assistance, conduct consultations/screenings, and facilitate education, training, skill-building, coaching and/or peer mentoring sessions with parents and families (individually or group-based, in collaboration with partners as available). Crucial to the success of the FRC will be the establishment and ongoing engagement of a Parent Advisory Committee and Community Partnership Council to inform and meaningfully support the center's efforts. A Kick-off Event to formally launch the Family Resource Center will be held September 25, 2024 from 9:30 a.m. - 11:00 a.m. at the LIFT CAA Head Start Administration Office (1005 S. 5<sup>th</sup> St., Hugo).

Sheree Ensley, Fiscal Officer, provided a Board Training over LIFT CAA Finances (Organizational Standard 5.7). The training covered the following topics: Community Services Block Grant Organizational Standards – Fiscal Management; Financial Oversight – Overall Agency Fiscal Status, Procedures, Practices, Transactions; and Interpreting Financial Statements.

Andrea Henkel, Board Member, provided the Board Giving Report (Organizational Standard 5.7). Currently, eight of 26 Board Members have provided a monetary donation to the agency during 2024. Achieving 100% of giving by the Board is the goal as it is an eligibility requirement by many private funders and foundations. Any amount is appreciated and ensures the agency's ability to apply for funds where Board giving is a threshold requirement. Board Members can designate what program or activity the donation is to be used for, and employees of the agency can also make donations on behalf of Board Members. Since funding entities typically look at the year prior, by achieving 100% Board giving in 2024, LIFT is eligible to apply for funding in 2025.

Jeannie McMillin, Transit Director, provided the Board with the Transportation Advisory Council Report (Organizational Standard 5.9). 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 13<sup>th</sup> meeting, held on September 10, 2024 at 9:45 a.m., Advisory Council members were briefed on the service results so far. Services are continuing to grow as new drivers are being hired and onboarded. Additionally, the program is in the process of installing in-vehicle mobile Wi-Fi on Transit vehicles, which will work to streamline data collection and efficiency of operations. Advisory Council members were also asked to report on any new or additional identified gaps in transportation needs in their communities; no such gaps were reported.

Mattie McKee, Head Start/Early Head Start/EHS-Child Care Assistant Director, provided the Board with the Policy Council Report for the August 20, 2024 meeting (Organizational Standards 2.1 and 5.9).

Rebecca (Reynolds) Porter, Executive Director, recognized Kenesha Coleman (Transit Clerk, Transit Program) as the September 2024 Employee of the Month.

Rebecca (Reynolds) Porter, Executive Director, recognized the following Service Award recipients: Five Years – Leota Southard (Center Director, Early Learning Centers), Carla Spradling (Teacher Assistant, Head Start Program) and Fifteen Years – Adina Burrell (Bookkeeper, Administration).

Other Reports/Announcements/Correspondence were presented as follows: Head Start/Early Head Start/EHS-Child Care Monthly Reports (Program Summary, Communication and Guidance, Meals/Snack, Enrollment/Attendance, Data Analysis); Rural Communities Opioid Response Program-Overdose Response Grant No-Cost Extension Approval; Second Chance Act: Adult Reentry Education, Employment, Treatment and Recovery Program Grant No-Cost Extension Approval; and 2023 LIFT CAA Annual Impact Report. Head Start/Early Head Start/EHS-Child Care Director Darla Galyon also reviewed recent updates to the Head Start Program Performance Standards, which emphasize workforce support (including improved wages and benefits for staff), better integration of mental health services, and enhanced measures to ensure child safety. Additionally, the updates focus on improving services/engagement for families, changes to eligibility determination factors, and identifying barriers/addition of enabling factors to help promote program enrollment and attendance. (Organizational Standard 5.9)

David Hawkins, Chairman, invited the presentation of New Business not known about or which could not have been reasonably foreseen prior to time of posting the Agenda, in accordance with *Title 25, Oklahoma Statute § 311*. Kathy James, Senior Program Planner, proposed New Business as follows:

Consideration, Discussion, and Vote to Submit 2025 Child and Adult Care Food Program Grant Applications to the Oklahoma Department of Education

1. Head Start/Early Head Start - \$625,500

2. Early Learning Centers - \$142,300
3. Child and Adult Care Food Program - \$1,248,004.74.

James explained that the CACFP Grant Application went live on the Oklahoma State Department of Education's Child Nutrition Programs website a few days before the September 2024 Board Meeting Agenda was finalized. However, staff were unaware of the application due date at that time as the close date was not listed on the website. The due date of October 1, 2024, was discovered after the September 2024 Board Meeting Agenda was finalized and publicly posted. Additionally, a required attachment of the application is a copy of the agency's Board Meeting Minutes reflecting approval of the CACFP Application. Given that the next Board Meeting is scheduled for October 8, 2024, which is after the application due date, it was necessary to address this matter during the regular meeting under New Business to ensure timely compliance with the application requirements. James then provided a description and amount for each application being proposed, in accordance with application summaries also distributed to the Board:

1. Child and Adult Care Food Program Application (Head Start/Early Head Start) to Oklahoma Department of Education in the amount of \$625,500; if awarded, these funds (up to \$625,500), will be used to provide children enrolled in the agency's Head Start or Early Head Start Programs with adequate nutritional meals appropriate to their age group. Meals include breakfast, snack, and lunch. Funding will support food-related supplies and salaries for the Cooks needed for food service operations under the programs as well.
2. Child and Adult Care Food Program Application (Early Learning Centers) to Oklahoma Department of Education in the amount of \$142,300; if awarded, these funds (up to \$142,300), will be used to provide breakfast, lunch, and snacks to students of the Early Learning Centers in Antlers, Broken Bow, Hugo, and Idabel. Centers may be reimbursed for three meal services (two meals and one snack or two snacks and one meal) per student per day; funding will also support food service-related supplies and operations costs.
3. Child and Adult Care Food Program Application to Oklahoma Department of Education in the amount of \$1,248,004.74; if awarded, funding for Program Operations (\$168,004.74) will be used for training daycare home providers, site visits to monitor and assist these providers, and other operational needs of the program. In addition, up to \$1,080,000 will be used for food reimbursement claims filed by the participating daycare home providers within the 37 Oklahoma counties served by the program. These providers are reimbursed for meals and snacks being served to an estimated 3,000 children daily.

A motion was made by Brent Franks and seconded by William Smith to submit the 2025 Child and Adult Care Food Program Grant Applications (Head Start/Early Head Start - \$625,500; Early Learning Centers - \$142,300; Child and Adult Care Food Program - \$1,248,004.74) to the Oklahoma Department of Education. The roll call vote was as follows: Yes 15; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item X).

There being no other business to come before the Board, a motion was made by Andrea Henkel and seconded by Sharon Johnson to adjourn the regular meeting. The roll call vote was as follows: Yes 15; No 0; Abstain 0. The motion carried. Voting record is attached (Item Y).

The Regular Meeting adjourned at 11:43 a.m.

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Brad Burgett, Secretary/Treasurer

CALL  
To  
ORDER:  
10:06 AM

|    | September 10, 2024 | Present | Absent | D&E |   |   | F |   |   | G |   |   | I |   |   | K |   |   |
|----|--------------------|---------|--------|-----|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|    |                    |         |        | Y   | N | A | Y | N | A | Y | N | A | Y | N | A | Y | N | A |
| 1  | Tami Barnes        |         | ✓      |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 2  | Tiffany Brockway   |         | ✓      |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 3  | Colby Bryant       | ✓       |        | ✓   |   |   |   |   | ✓ | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 4  | Brad Burgett       |         | ✓      |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 5  | Kevin Cory         | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 6  | Brent Franks       | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 7  | Kristi Graham      | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 8  | Patsy Guess        | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 9  | Andrea Henkel      | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 10 | Jordan Hill        |         | ✓      |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 11 | Jia Johnson        | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 12 | Sharon Johnson     | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 13 | Vickie Leathers    | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 14 | Jeffery Lucas      |         | ✓      |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 15 | Kara Maness        |         | ✓      |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 16 | Sandra Meeks       | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 17 | Carolyn Pool       | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 18 | David Smith        | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 19 | William Smith      | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 20 | Consuelo Splawn    | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 21 | Jim Bob Sullivan   |         | ✓      |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 22 | Leah Thomas        |         | ✓      |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 23 | Vicky Wade         |         | ✓      |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 24 | Debra Williams     | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 25 | Craig Young        | ✓       |        | ✓   |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 26 | David Hawkins      | ✓       |        |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 27 |                    |         |        |     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |

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|    | September 10, 2024 | Present | Absent | L |   |   | M |   |   | N |   |   | X |   |   | Y |   |   |
|----|--------------------|---------|--------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|    |                    |         |        | Y | N | A | Y | N | A | Y | N | A | Y | N | A | Y | N | A |
| 1  | Tami Barnes        |         | ✓      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 2  | Tiffany Brockway   |         | ✓      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 3  | Colby Bryant       | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 4  | Brad Burgett       |         | ✓      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 5  | Kevin Cory         | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 6  | Brent Franks       | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 7  | Kristi Graham      | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 8  | Patsy Guess        | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 9  | Andrea Henkel      | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 10 | Jordan Hill        |         | ✓      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 11 | Jia Johnson        | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 12 | Sharon Johnson     | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 13 | Vickie Leathers    | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 14 | Jeffery Lucas      |         | ✓      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 15 | Kara Maness        |         | ✓      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 16 | Sandra Meeks       | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 17 | Carolyn Pool       | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 18 | David Smith        | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 19 | William Smith      | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 20 | Consuelo Splawn    | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 21 | Jim Bob Sullivan   |         | ✓      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 22 | Leah Thomas        |         | ✓      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 23 | Vicky Wade         |         | ✓      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 24 | Debra Williams     | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 25 | Craig Young        | ✓       |        | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   | ✓ |   |   |
| 26 | David Hawkins      | ✓       |        |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
| 27 |                    |         |        |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |

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**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**Comparative Balance Sheet**  
**End of Sep 2024**

| FINANCIAL ROW                                               | AMOUNT (AS OF SEP 2024) | COMPARISON AMOUNT (AS OF ADJUST 2023) | VARIANCE                | % VARIANCE     |
|-------------------------------------------------------------|-------------------------|---------------------------------------|-------------------------|----------------|
| <b>ASSETS</b>                                               |                         |                                       |                         |                |
| <b>Current Assets</b>                                       |                         |                                       |                         |                |
| <b>Bank</b>                                                 |                         |                                       |                         |                |
| <b>1000 - Cash</b>                                          |                         |                                       |                         |                |
| 1010 - Checking Account                                     | \$8,956,282.30          | \$9,869,414.41                        | (\$913,132.11)          | -9.25%         |
| 1020 - Payroll Account                                      | \$402,663.14            | \$363,621.18                          | \$39,041.96             | 10.74%         |
| 1021 - First United Accounts Payable                        | \$13,752.22             | (\$34,318.47)                         | \$48,070.69             | -140.07%       |
| 1022 - First United TH Reserve                              | \$144,999.29            | \$139,439.77                          | \$5,559.52              | 3.99%          |
| 1023 - First United General Escrow                          | \$139,540.15            | \$159,540.20                          | (\$20,000.05)           | -12.54%        |
| 1024 - First United Marina License                          | \$253.81                | \$240.82                              | \$12.99                 | 5.39%          |
| 1025 - First United Deposit (PayPal)                        | \$2,115.20              | \$2,115.20                            | \$0.00                  | 0.00%          |
| 1028 - First United Unrestricted Funds CD                   | \$842,782.20            | \$822,783.89                          | \$19,998.31             | 2.43%          |
| 1030 - Shamrock Bank - Clayton                              | \$1,848.02              | \$1,835.61                            | \$12.41                 | 0.68%          |
| 1040 - Petty Cash                                           | \$885.00                | \$410.00                              | \$475.00                | 115.85%        |
| 1050 - McCurtain County National Bank                       | \$26,289.91             | \$17,224.53                           | \$9,065.38              | 52.63%         |
| 1070 - Fund to Fund Allocation Transfers                    | (\$1.78)                | \$0.00                                | (\$1.78)                | 0.00%          |
| <b>Total - 1000 - Cash</b>                                  | <b>\$10,531,409.46</b>  | <b>\$11,342,307.14</b>                | <b>(\$810,897.68)</b>   | <b>-7.15%</b>  |
| <b>Total Bank</b>                                           | <b>\$10,531,409.46</b>  | <b>\$11,342,307.14</b>                | <b>(\$810,897.68)</b>   | <b>-7.15%</b>  |
| <b>Accounts Receivable</b>                                  |                         |                                       |                         |                |
| <b>1100 - Receivables</b>                                   |                         |                                       |                         |                |
| 1105 - Accrued Acct Receivable                              | \$234,408.57            | \$234,248.69                          | \$159.88                | 0.07%          |
| 1110 - Accounts Receivable                                  | \$144,897.19            | \$1,592,863.67                        | (\$1,447,966.48)        | -90.90%        |
| 1120 - Due From (A/R)                                       | (\$1,951.58)            | \$269,370.66                          | (\$271,322.24)          | -100.72%       |
| <b>Total - 1100 - Receivables</b>                           | <b>\$377,354.18</b>     | <b>\$2,096,483.02</b>                 | <b>(\$1,719,128.84)</b> | <b>-82.00%</b> |
| <b>1300 - Other receivables</b>                             |                         |                                       |                         |                |
| 1320 - Notes/loans receivable                               | \$334,632.06            | \$335,515.82                          | (\$883.76)              | -0.26%         |
| 1321 - Loans Receivable from Belmont                        | \$176,772.48            | \$162,809.48                          | \$13,963.00             | 8.58%          |
| 1322 - Loans Receivable from Clayton                        | \$221,568.53            | \$202,957.53                          | \$18,611.00             | 9.17%          |
| 1323 - Loans Receivable rom Kiamichi                        | \$123,563.90            | \$123,563.90                          | \$0.00                  | 0.00%          |
| 1324 - Loans Receivable from SOCDC                          | \$522,001.57            | \$422,001.57                          | \$100,000.00            | 23.70%         |
| 1326 - Loans Receivable from Rouleau House                  | \$51,909.76             | \$51,909.76                           | \$0.00                  | 0.00%          |
| <b>Total - 1300 - Other receivables</b>                     | <b>\$1,430,448.30</b>   | <b>\$1,298,758.06</b>                 | <b>\$131,690.24</b>     | <b>10.14%</b>  |
| <b>Total Accounts Receivable</b>                            | <b>\$1,807,802.48</b>   | <b>\$3,395,241.08</b>                 | <b>(\$1,587,438.60)</b> | <b>-46.75%</b> |
| <b>Other Current Asset</b>                                  |                         |                                       |                         |                |
| 1400 - Other assets                                         | \$834.92                | \$26,628.16                           | (\$25,793.24)           | -96.86%        |
| 1500 - Investments                                          | \$376,570.51            | \$374,467.59                          | \$2,102.92              | 0.56%          |
| NS097 - Interfund Due to /Due from                          | (\$0.01)                | (\$0.01)                              | \$0.00                  | 0.00%          |
| Payroll Float                                               | \$30,420.64             | \$0.00                                | \$30,420.64             | 0.00%          |
| <b>Total Other Current Asset</b>                            | <b>\$407,826.06</b>     | <b>\$401,095.74</b>                   | <b>\$6,730.32</b>       | <b>1.68%</b>   |
| <b>Total Current Assets</b>                                 | <b>\$12,747,038.00</b>  | <b>\$15,138,643.96</b>                | <b>(\$2,391,605.96)</b> | <b>-15.80%</b> |
| <b>Fixed Assets</b>                                         |                         |                                       |                         |                |
| <b>1600 - Fixed operating assets</b>                        |                         |                                       |                         |                |
| 1610 - Land                                                 | \$1,087,094.00          | \$1,087,094.00                        | \$0.00                  | 0.00%          |
| 1620 - Buildings                                            | \$7,056,276.04          | \$7,056,276.04                        | \$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                   | \$900,393.01            | \$900,393.01                          | \$0.00                  | 0.00%          |
| 1650 - Vehicles                                             | \$3,609,015.32          | \$3,609,015.32                        | \$0.00                  | 0.00%          |
| <b>Total - 1600 - Fixed operating assets</b>                | <b>\$14,775,789.16</b>  | <b>\$14,775,789.16</b>                | <b>\$0.00</b>           | <b>0.00%</b>   |
| <b>1700 - Accum deprec - fixed operating assets</b>         |                         |                                       |                         |                |
| 1725 - Accum deprec - building                              | (\$5,578,660.84)        | (\$5,578,660.84)                      | \$0.00                  | 0.00%          |
| 1735 - Accum amort - leasehold improvements                 | (\$2,072,640.82)        | (\$2,072,640.82)                      | \$0.00                  | 0.00%          |
| 1740 - Accum. Amortization Leases                           | (\$16,116.90)           | (\$16,116.90)                         | \$0.00                  | 0.00%          |
| <b>Total - 1700 - Accum deprec - fixed operating assets</b> | <b>(\$7,667,418.56)</b> | <b>(\$7,667,418.56)</b>               | <b>\$0.00</b>           | <b>0.00%</b>   |
| <b>Total Fixed Assets</b>                                   | <b>\$7,108,370.60</b>   | <b>\$7,108,370.60</b>                 | <b>\$0.00</b>           | <b>0.00%</b>   |
| <b>Other Assets</b>                                         |                         |                                       |                         |                |
| <b>1800 - Other Assets</b>                                  | <b>\$16,716.68</b>      | <b>\$16,729.67</b>                    | <b>(\$12.99)</b>        | <b>-0.08%</b>  |
| <b>Total Other Assets</b>                                   | <b>\$16,716.68</b>      | <b>\$16,729.67</b>                    | <b>(\$12.99)</b>        | <b>-0.08%</b>  |
| <b>Total ASSETS</b>                                         | <b>\$19,872,125.28</b>  | <b>\$22,263,744.23</b>                | <b>(\$2,391,618.95)</b> | <b>-10.74%</b> |

| FINANCIAL ROW                                             | AMOUNT (AS OF SEP 2024) | COMPARISON AMOUNT (AS OF ADJUST 2023) | VARIANCE                | % VARIANCE     |
|-----------------------------------------------------------|-------------------------|---------------------------------------|-------------------------|----------------|
| <b>Liabilities &amp; Equity</b>                           |                         |                                       |                         |                |
| <b>Current Liabilities</b>                                |                         |                                       |                         |                |
| <b>Accounts Payable</b>                                   |                         |                                       |                         |                |
| <b>2000 - Payables</b>                                    | <b>(\$18,729.09)</b>    | <b>(\$19,536.23)</b>                  | <b>\$807.14</b>         | <b>-4.13%</b>  |
| <b>Total Accounts Payable</b>                             | <b>(\$18,729.09)</b>    | <b>(\$19,536.23)</b>                  | <b>\$807.14</b>         | <b>-4.13%</b>  |
| <b>Other Current Liability</b>                            |                         |                                       |                         |                |
| <b>2100 - Accrued liabilities</b>                         | <b>\$854,048.82</b>     | <b>\$1,357,236.17</b>                 | <b>(\$503,187.35)</b>   | <b>-37.07%</b> |
| <b>2400 - Refundable Advances</b>                         | <b>\$33,992.52</b>      | <b>\$27,400.50</b>                    | <b>\$6,592.02</b>       | <b>24.06%</b>  |
| <b>Total Other Current Liability</b>                      | <b>\$888,041.34</b>     | <b>\$1,384,636.67</b>                 | <b>(\$496,595.33)</b>   | <b>-35.86%</b> |
| <b>Total Current Liabilities</b>                          | <b>\$869,312.25</b>     | <b>\$1,365,100.44</b>                 | <b>(\$495,788.19)</b>   | <b>-36.32%</b> |
| <b>Long Term Liabilities</b>                              |                         |                                       |                         |                |
| <b>2700 - Long-term notes &amp; loans payable</b>         |                         |                                       |                         |                |
| <b>2770 - Long-term liabilities - Mower Loan</b>          | <b>\$1,399.76</b>       | <b>\$4,100.28</b>                     | <b>(\$2,700.52)</b>     | <b>-65.86%</b> |
| <b>2780 - Lease liability</b>                             | <b>\$727.94</b>         | <b>\$727.94</b>                       | <b>\$0.00</b>           | <b>0.00%</b>   |
| <b>Total - 2700 - Long-term notes &amp; loans payable</b> | <b>\$2,127.70</b>       | <b>\$4,828.22</b>                     | <b>(\$2,700.52)</b>     | <b>-55.93%</b> |
| <b>Total Long Term Liabilities</b>                        | <b>\$2,127.70</b>       | <b>\$4,828.22</b>                     | <b>(\$2,700.52)</b>     | <b>-55.93%</b> |
| <b>Equity</b>                                             | <b>\$19,000,685.33</b>  | <b>\$20,893,815.57</b>                | <b>(\$1,893,130.24)</b> | <b>-9.06%</b>  |
| <b>Total Liabilities &amp; Equity</b>                     | <b>\$19,872,125.28</b>  | <b>\$22,263,744.23</b>                | <b>(\$2,391,618.95)</b> | <b>-10.74%</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**Comparative Income Statement**  
**From Jan 2024 to Sep 2024**

| FINANCIAL ROW                                 | AMOUNT (JAN 2024 - SEP 2024) | COMPARATIVE AMOUNT (JAN 2023 - ADJUST 2023) | VARIANCE                | % VARIANCE       |
|-----------------------------------------------|------------------------------|---------------------------------------------|-------------------------|------------------|
| <b>Ordinary Income/Expense</b>                |                              |                                             |                         |                  |
| Income                                        |                              |                                             |                         |                  |
| 4000 - Contribution Revenue                   | \$59,811.44                  | \$42,867.82                                 | \$16,943.62             | 39.53%           |
| 4100 - Inkind Revenue                         | \$848,061.69                 | \$1,268,433.18                              | (\$420,371.49)          | -33.14%          |
| 4200 - Miscellaneous Revenue                  | \$845,210.98                 | \$3,707,973.17                              | (\$2,862,762.19)        | -77.21%          |
| 4400 - State Revenue                          | \$1,295,230.38               | \$1,306,592.16                              | (\$11,361.78)           | -0.87%           |
| 4500 - Federal Revenue                        | \$11,102,973.58              | \$15,335,877.40                             | (\$4,232,903.82)        | -27.60%          |
| 4900 - Recoveries from Programs               | \$2,967,721.90               | \$3,631,342.57                              | (\$663,620.67)          | -18.27%          |
| 5000 - Rental Revenue                         | \$560,294.53                 | \$657,610.55                                | (\$97,316.02)           | -14.80%          |
| 5100 - Program Fee Revenue                    | \$1,147,871.14               | \$1,723,429.39                              | (\$575,558.25)          | -33.40%          |
| 5300 - Interest and Dividends                 | \$244,273.30                 | \$178,520.67                                | \$65,752.63             | 36.83%           |
| 5400 - Revenue from other sources             | \$868,937.83                 | \$1,736,410.96                              | (\$867,473.13)          | -49.96%          |
| 5800 - Special Event Expense                  | \$3,886.00                   | \$8,795.33                                  | (\$4,909.33)            | -55.82%          |
| <b>Total - Income</b>                         | <b>\$19,944,272.77</b>       | <b>\$29,597,853.20</b>                      | <b>(\$9,653,580.43)</b> | <b>-32.62%</b>   |
| Cost Of Sales                                 |                              |                                             |                         |                  |
| 8000 - Cost of Goods Sold                     | \$2,772.07                   | \$169.31                                    | \$2,602.76              | 1,537.27%        |
| <b>Total - Cost Of Sales</b>                  | <b>\$2,772.07</b>            | <b>\$169.31</b>                             | <b>\$2,602.76</b>       | <b>1,537.27%</b> |
| <b>Gross Profit</b>                           | <b>\$19,941,500.70</b>       | <b>\$29,597,683.89</b>                      | <b>(\$9,656,183.19)</b> | <b>-32.62%</b>   |
| Expense                                       |                              |                                             |                         |                  |
| 7000 - Grants, contracts, & direct assistance | \$959,388.97                 | \$1,922,010.30                              | (\$962,621.33)          | -50.08%          |
| 7200 - Salaries & related expenses            | \$8,828,995.63               | \$11,604,663.35                             | (\$2,775,667.72)        | -23.92%          |
| 7300 - Indirect Cost Pool Expense             | \$1,554,952.54               | \$1,917,677.75                              | (\$362,725.21)          | -18.91%          |
| 7500 - Contract/Consultant Services           | \$1,594,144.32               | \$1,695,750.90                              | (\$101,606.58)          | -5.99%           |
| 8100 - Non personnel expenses                 | \$996,496.14                 | \$1,174,591.55                              | (\$178,095.41)          | -15.16%          |
| 8200 - Facility & equipment expenses          | \$2,131,079.52               | \$2,236,740.58                              | (\$105,661.06)          | -4.72%           |
| 8300 - Travel & meetings expenses             | \$499,206.98                 | \$635,710.63                                | (\$136,503.65)          | -21.47%          |
| 8400 - Insurance Expense                      | \$1,738,576.51               | \$2,043,164.06                              | (\$304,587.55)          | -14.91%          |
| 8600 - Business expenses                      | \$918.50                     | \$8,063.62                                  | (\$7,145.12)            | -88.61%          |
| 8700 - Food Expenses                          | \$1,205,637.32               | \$1,609,006.95                              | (\$403,369.63)          | -25.07%          |
| 8800 - In-Kind Expenses                       | \$840,734.43                 | \$1,268,433.18                              | (\$427,698.75)          | -33.72%          |
| <b>Total - Expense</b>                        | <b>\$20,350,130.86</b>       | <b>\$26,115,812.87</b>                      | <b>(\$5,765,682.01)</b> | <b>-22.08%</b>   |
| <b>Net Ordinary Income</b>                    | <b>(\$408,630.16)</b>        | <b>\$3,481,871.02</b>                       | <b>(\$3,890,501.18)</b> | <b>-111.74%</b>  |
| Other Income and Expenses                     |                              |                                             |                         |                  |
| Other Expense                                 |                              |                                             |                         |                  |
| 8500 - Other Expense                          | \$1,484,490.18               | \$1,661,896.44                              | (\$177,406.26)          | -10.67%          |
| <b>Total - Other Expense</b>                  | <b>\$1,484,490.18</b>        | <b>\$1,661,896.44</b>                       | <b>(\$177,406.26)</b>   | <b>-10.67%</b>   |
| <b>Net Other Income</b>                       | <b>(\$1,484,490.18)</b>      | <b>(\$1,661,896.44)</b>                     | <b>\$177,406.26</b>     | <b>-10.67%</b>   |
| <b>Net Income</b>                             | <b>(\$1,893,120.34)</b>      | <b>\$1,819,974.58</b>                       | <b>(\$3,713,094.92)</b> | <b>-204.02%</b>  |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**Statement of Financial Position**  
**End of Sep 2024**

| FINANCIAL ROW                                | AMOUNT                 |
|----------------------------------------------|------------------------|
| <b>ASSETS</b>                                |                        |
| <b>Current Assets</b>                        |                        |
| Bank                                         | \$10,531,409.46        |
| Accounts Receivable                          | \$1,807,802.48         |
| Other Current Asset                          | \$407,826.06           |
| <b>Total Current Assets</b>                  | <b>\$12,747,038.00</b> |
| <b>Fixed Assets</b>                          |                        |
| 1600 - Fixed operating assets                | \$14,775,789.16        |
| 1700 - Accum deprec - fixed operating assets | (\$7,667,418.56)       |
| <b>Total Fixed Assets</b>                    | <b>\$7,108,370.60</b>  |
| <b>Other Assets</b>                          |                        |
| 1800 - Other Assets                          | \$16,716.68            |
| <b>Total Other Assets</b>                    | <b>\$16,716.68</b>     |
| <b>Total ASSETS</b>                          | <b>\$19,872,125.28</b> |
| <b>Liabilities &amp; Equity</b>              |                        |
| <b>Current Liabilities</b>                   |                        |
| Accounts Payable                             | (\$18,729.09)          |
| Other Current Liability                      | \$888,041.34           |
| <b>Total Current Liabilities</b>             | <b>\$869,312.25</b>    |
| <b>Long Term Liabilities</b>                 |                        |
| 2700 - Long-term notes & loans payable       | \$2,127.70             |
| <b>Total Long Term Liabilities</b>           | <b>\$2,127.70</b>      |
| <b>Equity</b>                                |                        |
| 3000 - Net Assets                            | \$12,712.37            |
| Retained Earnings                            | \$20,881,093.30        |
| Net Income                                   | (\$1,893,120.34)       |
| <b>Total Equity</b>                          | <b>\$19,000,685.33</b> |
| <b>Total Liabilities &amp; Equity</b>        | <b>\$19,872,125.28</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**Statement of Functional Expense**  
**From Jan 2024 to Sep 2024**

| FINANCIAL ROW                          | - UNASSIGNED<br>Amount | CAPITAL<br>Amount    | FUNDRAISING<br>Amount | MANAGEMENT & GENERAL<br>(ADMIN)<br>Amount | OTHER<br>Amount | PROGRAM<br>SERVICES<br>Amount | TOTAL<br>Amount        |
|----------------------------------------|------------------------|----------------------|-----------------------|-------------------------------------------|-----------------|-------------------------------|------------------------|
| <b>Operating Activities</b>            |                        |                      |                       |                                           |                 |                               |                        |
| Net Income                             | (\$2,250,642.42)       | (\$29,060.98)        | \$745.36              | (\$35,027.12)                             | \$494.17        | \$420,370.65                  | (\$1,893,120.34)       |
| <b>Adjustments to Net Income</b>       |                        |                      |                       |                                           |                 |                               |                        |
| Accounts Receivable                    | \$1,518,410.77         | \$883.76             | \$0.00                | \$214,710.62                              | \$0.00          | (\$146,566.55)                | \$1,587,438.60         |
| Other Current Asset                    | \$277,251.48           | \$0.00               | \$0.00                | (\$59,184.96)                             | \$0.00          | (\$222,693.92)                | (\$4,627.40)           |
| Accounts Payable                       | \$670.90               | \$0.00               | \$0.00                | \$11,515.56                               | \$0.00          | (\$11,379.32)                 | \$807.14               |
| Sales Tax Payable                      | \$12,492.82            | \$0.00               | \$0.00                | \$0.00                                    | \$0.00          | (\$8,315.80)                  | \$4,177.02             |
| Other Current Liabilities              | \$284,980.68           | \$0.00               | \$0.00                | (\$46,567.62)                             | \$0.00          | (\$739,185.41)                | (\$500,772.35)         |
| <b>Total Adjustments to Net Income</b> | <b>\$2,093,806.65</b>  | <b>\$883.76</b>      | <b>\$0.00</b>         | <b>\$120,473.60</b>                       | <b>\$0.00</b>   | <b>(\$1,128,141.00)</b>       | <b>\$1,087,023.01</b>  |
| <b>Total Operating Activities</b>      | <b>(\$156,835.77)</b>  | <b>(\$28,177.22)</b> | <b>\$745.36</b>       | <b>\$85,446.48</b>                        | <b>\$494.17</b> | <b>(\$707,770.35)</b>         | <b>(\$806,097.33)</b>  |
| <b>Investing Activities</b>            |                        |                      |                       |                                           |                 |                               |                        |
| Other Asset                            | \$0.00                 | \$0.00               | \$0.00                | \$0.00                                    | \$0.00          | \$12.99                       | \$12.99                |
| <b>Total Investing Activities</b>      | <b>\$0.00</b>          | <b>\$0.00</b>        | <b>\$0.00</b>         | <b>\$0.00</b>                             | <b>\$0.00</b>   | <b>\$12.99</b>                | <b>\$12.99</b>         |
| <b>Financing Activities</b>            |                        |                      |                       |                                           |                 |                               |                        |
| Long Term Liabilities                  | (\$2,673.92)           | \$0.00               | \$0.00                | \$0.00                                    | \$0.00          | (\$26.60)                     | (\$2,700.52)           |
| Other Equity                           | \$0.00                 | \$0.00               | \$0.00                | (\$585,592.75)                            | \$0.00          | \$585,582.85                  | (\$9.90)               |
| <b>Total Financing Activities</b>      | <b>(\$2,673.92)</b>    | <b>\$0.00</b>        | <b>\$0.00</b>         | <b>(\$585,592.75)</b>                     | <b>\$0.00</b>   | <b>\$585,556.25</b>           | <b>(\$2,710.42)</b>    |
| <b>Net Change in Cash for Period</b>   | <b>(\$159,509.69)</b>  | <b>(\$28,177.22)</b> | <b>\$745.36</b>       | <b>(\$500,146.27)</b>                     | <b>\$494.17</b> | <b>(\$122,201.11)</b>         | <b>(\$808,794.76)</b>  |
| <b>Cash at Beginning of Period</b>     | <b>\$21,701,928.01</b> | <b>\$2,732.89</b>    | <b>\$964.22</b>       | <b>(\$8,924,130.62)</b>                   | <b>\$281.25</b> | <b>(\$1,440,517.37)</b>       | <b>\$11,341,258.38</b> |
| <b>Cash at End of Period</b>           | <b>\$21,542,418.32</b> | <b>(\$25,444.33)</b> | <b>\$1,709.58</b>     | <b>(\$9,424,276.89)</b>                   | <b>\$775.42</b> | <b>(\$1,562,718.48)</b>       | <b>\$10,532,463.62</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**Statement of Cash Flow**  
**From Jan 2024 to Sep 2024**

| FINANCIAL ROW                          | AMOUNT                 |
|----------------------------------------|------------------------|
| <b>Operating Activities</b>            |                        |
| Net Income                             | (\$1,893,120.34)       |
| <b>Adjustments to Net Income</b>       |                        |
| Accounts Receivable                    | \$1,587,438.60         |
| Other Current Asset                    | (\$4,627.40)           |
| Accounts Payable                       | \$807.14               |
| Sales Tax Payable                      | \$4,177.02             |
| Other Current Liabilities              | (\$500,772.35)         |
| <b>Total Adjustments to Net Income</b> | <b>\$1,087,023.01</b>  |
| <b>Total Operating Activities</b>      | <b>(\$806,097.33)</b>  |
| <b>Investing Activities</b>            |                        |
| Other Asset                            | \$12.99                |
| <b>Total Investing Activities</b>      | <b>\$12.99</b>         |
| <b>Financing Activities</b>            |                        |
| Long Term Liabilities                  | (\$2,700.52)           |
| Other Equity                           | (\$9.90)               |
| <b>Total Financing Activities</b>      | <b>(\$2,710.42)</b>    |
| <b>Net Change in Cash for Period</b>   | <b>(\$808,794.76)</b>  |
| <b>Cash at Beginning of Period</b>     | <b>\$11,341,258.38</b> |
| <b>Cash at End of Period</b>           | <b>\$10,532,463.62</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**Statement of Activity**  
**From Jan 2024 to Sep 2024**  
**Options: Activity Only**

| FINANCIAL ROW                          | AMOUNT                 |
|----------------------------------------|------------------------|
| <b>Operating Activities</b>            |                        |
| Net Income                             | (\$1,893,120.34)       |
| <b>Adjustments to Net Income</b>       |                        |
| Accounts Receivable                    | \$1,587,438.60         |
| Other Current Asset                    | (\$4,627.40)           |
| Accounts Payable                       | \$807.14               |
| Sales Tax Payable                      | \$4,177.02             |
| Other Current Liabilities              | (\$500,772.35)         |
| <b>Total Adjustments to Net Income</b> | <b>\$1,087,023.01</b>  |
| <b>Total Operating Activities</b>      | <b>(\$806,097.33)</b>  |
| <b>Investing Activities</b>            |                        |
| Other Asset                            | \$12.99                |
| <b>Total Investing Activities</b>      | <b>\$12.99</b>         |
| <b>Financing Activities</b>            |                        |
| Long Term Liabilities                  | (\$2,700.52)           |
| Other Equity                           | (\$9.90)               |
| <b>Total Financing Activities</b>      | <b>(\$2,710.42)</b>    |
| <b>Net Change in Cash for Period</b>   | <b>(\$808,794.76)</b>  |
| <b>Cash at Beginning of Period</b>     | <b>\$11,341,258.38</b> |
| <b>Cash at End of Period</b>           | <b>\$10,532,463.62</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**Revenue Stream Distribution by Month**  
**Jul 2024, Q3 2024, Aug 2024, Sep 2024**

**Monthly distribution of Revenue by Revenue Type and Subtype**

| REVENUE STREAM                | JULY 2024             | AUGUST 2024           | SEPTEMBER 2024        | TOTAL                 |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Federal Grants                | \$876,052.69          | \$999,453.46          | \$1,160,456.13        | \$3,035,962.28        |
| Federal Pass Through          | \$395,977.11          | \$496,129.71          | \$263,462.91          | \$1,155,569.73        |
| Recoveries                    | \$351,544.87          | \$337,367.04          | \$369,031.20          | \$1,057,943.11        |
| Non Federal                   | \$51,023.37           | \$281,363.58          | \$43,012.72           | \$375,399.67          |
| State Contracts               | \$227,267.11          | \$20,670.23           | \$82,618.51           | \$330,555.85          |
| Program Revenue               | \$180,760.98          | \$156,428.02          | \$151,723.29          | \$488,912.29          |
| Federal Contract              | \$109,378.91          | \$110,554.08          | \$104,473.84          | \$324,406.83          |
| Corporate/Business/Foundation | \$34,254.74           | \$36.73               |                       | \$34,291.47           |
| State Pass Through            | \$9,522.09            | \$29,516.07           | \$15,924.58           | \$54,962.74           |
| Transit Contract              | \$24,351.90           | \$28,608.30           | \$27,458.61           | \$80,418.81           |
| Apartment Revenue             | \$11,630.00           | \$11,630.00           | \$11,630.00           | \$34,890.00           |
| Transit Fares                 | \$6,286.65            | \$6,427.75            | \$7,040.60            | \$19,755.00           |
| Management Fees               | \$2,005.58            | \$2,953.98            | \$2,484.92            | \$7,444.48            |
| State Grants                  | \$711.17              | \$2,026.64            |                       | \$2,737.81            |
| Miscellaneous                 | \$13.75               | \$28.05               |                       | \$41.80               |
| - Unassigned -                |                       | (\$358.00)            |                       | (\$358.00)            |
| <b>Total</b>                  | <b>\$2,280,780.92</b> | <b>\$2,482,835.64</b> | <b>\$2,239,317.31</b> | <b>\$7,002,933.87</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**

**Options: Activity Only**

Agency Budget

| FINANCIAL ROW                                 | BUDGET AMOUNT          | AMOUNT EXPENDED        | BUDGET BALANCE           | % OF BUDGET    |
|-----------------------------------------------|------------------------|------------------------|--------------------------|----------------|
| <b>Ordinary Income/Expense</b>                |                        |                        |                          |                |
| <b>Income</b>                                 |                        |                        |                          |                |
| 4000 - Contribution Revenue                   | \$84,867.00            | \$171,728.82           | (\$86,861.82)            | 202.35%        |
| 4100 - Inkind Revenue                         | \$2,512,973.61         | \$3,407,528.56         | (\$894,554.95)           | 135.60%        |
| 4200 - Miscellaneous Revenue                  | \$40,971.00            | \$6,558,075.73         | (\$6,517,104.73)         | 16,006.63%     |
| 4400 - State Revenue                          | \$5,043,261.36         | \$7,395,906.94         | (\$2,352,645.58)         | 146.65%        |
| 4500 - Federal Revenue                        | \$43,033,136.47        | \$49,700,544.64        | (\$6,667,408.17)         | 115.49%        |
| 4900 - Recoveries from Programs               | \$3,689,818.97         | \$9,718,908.43         | (\$6,029,089.46)         | 263.40%        |
| 5000 - Rental Revenue                         | \$0.00                 | \$1,866,010.58         | (\$1,866,010.58)         | 0.00%          |
| 5100 - Program Fee Revenue                    | \$450,250.00           | \$4,954,196.12         | (\$4,503,946.12)         | 1,100.32%      |
| 5300 - Interest and Dividends                 | \$500.04               | \$1,433,157.25         | (\$1,432,657.21)         | 286,608.52%    |
| 5400 - Revenue from other sources             | \$105,397.92           | \$3,762,023.11         | (\$3,656,625.19)         | 3,569.35%      |
| 5800 - Special Event Expense                  | \$0.00                 | \$12,681.33            | (\$12,681.33)            | 0.00%          |
| <b>Total - Income</b>                         | <b>\$54,961,176.37</b> | <b>\$88,980,761.51</b> | <b>(\$34,019,585.14)</b> | <b>161.90%</b> |
| <b>Cost Of Sales</b>                          |                        |                        |                          |                |
| 8000 - Cost of Goods Sold                     | \$0.00                 | \$5,002.10             | (\$5,002.10)             | 0.00%          |
| <b>Total - Cost Of Sales</b>                  | <b>\$0.00</b>          | <b>\$5,002.10</b>      | <b>(\$5,002.10)</b>      | <b>0.00%</b>   |
| <b>Gross Profit</b>                           | <b>\$54,961,176.37</b> | <b>\$88,975,759.41</b> | <b>(\$34,014,583.04)</b> | <b>161.89%</b> |
| <b>Expense</b>                                |                        |                        |                          |                |
| 7000 - Grants, contracts, & direct assistance | \$285,411.25           | \$4,889,477.95         | (\$4,604,066.70)         | 1,713.13%      |
| 7200 - Salaries & related expenses            | \$28,092,542.02        | \$39,137,115.67        | (\$11,044,573.65)        | 139.31%        |
| 7300 - Indirect Cost Pool Expense             | \$4,651,943.07         | \$6,359,451.49         | (\$1,707,508.42)         | 136.71%        |
| 7500 - Contract/Consultant Services           | \$4,050,186.39         | \$4,448,490.17         | (\$398,303.78)           | 109.83%        |
| 8100 - Non personnel expenses                 | \$3,362,385.50         | \$5,039,601.48         | (\$1,677,215.98)         | 149.88%        |
| 8200 - Facility & equipment expenses          | \$4,348,383.85         | \$6,776,781.12         | (\$2,428,397.27)         | 155.85%        |
| 8300 - Travel & meetings expenses             | \$2,779,550.31         | \$2,420,102.70         | \$359,447.61             | 87.07%         |
| 8400 - Insurance Expense                      | \$344,592.24           | \$5,799,976.86         | (\$5,455,384.62)         | 1,683.14%      |
| 8600 - Business expenses                      | \$0.00                 | \$9,632.12             | (\$9,632.12)             | 0.00%          |
| 8700 - Food Expenses                          | \$233,340.00           | \$4,490,935.14         | (\$4,257,595.14)         | 1,924.63%      |
| 8800 - In-Kind Expenses                       | \$2,101,794.48         | \$3,307,881.09         | (\$1,206,086.61)         | 157.38%        |
| <b>Total - Expense</b>                        | <b>\$50,250,129.11</b> | <b>\$82,679,445.79</b> | <b>(\$32,429,316.68)</b> | <b>164.54%</b> |
| <b>Other Income and Expenses</b>              |                        |                        |                          |                |
| <b>Other Expense</b>                          |                        |                        |                          |                |
| 8500 - Other Expense                          | \$4,480,530.40         | \$5,023,958.57         | (\$543,428.17)           | 112.13%        |
| <b>Total - Other Expense</b>                  | <b>\$4,480,530.40</b>  | <b>\$5,023,958.57</b>  | <b>(\$543,428.17)</b>    | <b>112.13%</b> |
| <b>Net Income</b>                             | <b>\$230,516.86</b>    | <b>\$1,272,355.05</b>  | <b>(\$1,041,838.19)</b>  | <b>551.96%</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**  
**Options: Activity Only**

Operations

| FINANCIAL ROW                                 | BUDGET AMOUNT         | AMOUNT EXPENDED        | BUDGET BALANCE          | % OF BUDGET      |
|-----------------------------------------------|-----------------------|------------------------|-------------------------|------------------|
| <b>Ordinary Income/Expense</b>                |                       |                        |                         |                  |
| <b>Income</b>                                 |                       |                        |                         |                  |
| 4000 - Contribution Revenue                   | \$0.00                | \$18,941.52            | (\$18,941.52)           | 0.00%            |
| 4200 - Miscellaneous Revenue                  | \$0.00                | (\$104,219.25)         | \$104,219.25            | 0.00%            |
| 4400 - State Revenue                          | \$1,494,089.00        | \$586,256.43           | \$907,832.57            | 39.24%           |
| 4500 - Federal Revenue                        | \$150,000.00          | \$412,101.78           | (\$262,101.78)          | 274.73%          |
| 4900 - Recoveries from Programs               | \$3,689,818.97        | \$9,650,200.72         | (\$5,960,381.75)        | 261.54%          |
| 5000 - Rental Revenue                         | \$0.00                | \$709,409.05           | (\$709,409.05)          | 0.00%            |
| 5100 - Program Fee Revenue                    | \$0.00                | \$1,220.17             | (\$1,220.17)            | 0.00%            |
| 5300 - Interest and Dividends                 | \$0.00                | \$134,213.74           | (\$134,213.74)          | 0.00%            |
| 5400 - Revenue from other sources             | \$0.00                | \$3,639,084.53         | (\$3,639,084.53)        | 0.00%            |
| 5800 - Special Event Expense                  | \$0.00                | \$40.00                | (\$40.00)               | 0.00%            |
| <b>Total - Income</b>                         | <b>\$5,333,907.97</b> | <b>\$15,047,248.69</b> | <b>(\$9,713,340.72)</b> | <b>282.11%</b>   |
| <b>Gross Profit</b>                           | <b>\$5,333,907.97</b> | <b>\$15,047,248.69</b> | <b>(\$9,713,340.72)</b> | <b>282.11%</b>   |
| <b>Expense</b>                                |                       |                        |                         |                  |
| 7000 - Grants, contracts, & direct assistance | \$0.00                | (\$672,142.59)         | \$672,142.59            | 0.00%            |
| 7200 - Salaries & related expenses            | \$3,160,336.38        | \$4,646,929.43         | (\$1,486,593.05)        | 147.04%          |
| 7300 - Indirect Cost Pool Expense             | \$63,904.00           | \$86,320.32            | (\$22,416.32)           | 135.08%          |
| 7500 - Contract/Consultant Services           | \$172,391.21          | \$714,213.07           | (\$541,821.86)          | 414.30%          |
| 8100 - Non personnel expenses                 | \$583,294.35          | \$467,305.58           | \$115,988.77            | 80.11%           |
| 8200 - Facility & equipment expenses          | \$244,701.28          | \$814,861.75           | (\$570,160.47)          | 333.00%          |
| 8300 - Travel & meetings expenses             | \$166,623.76          | \$169,494.93           | (\$2,871.17)            | 101.72%          |
| 8400 - Insurance Expense                      | \$109,040.98          | \$3,863,738.60         | (\$3,754,697.62)        | 3,543.38%        |
| 8600 - Business expenses                      | \$0.00                | \$911.00               | (\$911.00)              | 0.00%            |
| 8700 - Food Expenses                          | \$8,600.00            | \$39,945.03            | (\$31,345.03)           | 464.48%          |
| <b>Total - Expense</b>                        | <b>\$4,508,891.96</b> | <b>\$10,131,577.12</b> | <b>(\$5,622,685.16)</b> | <b>224.70%</b>   |
| <b>Other Income and Expenses</b>              |                       |                        |                         |                  |
| <b>Other Expense</b>                          |                       |                        |                         |                  |
| 8500 - Other Expense                          | \$774,133.25          | \$904,933.98           | (\$130,800.73)          | 116.90%          |
| <b>Total - Other Expense</b>                  | <b>\$774,133.25</b>   | <b>\$904,933.98</b>    | <b>(\$130,800.73)</b>   | <b>116.90%</b>   |
| <b>Net Income</b>                             | <b>\$50,882.76</b>    | <b>\$4,010,737.59</b>  | <b>(\$3,959,854.83)</b> | <b>7,882.31%</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**Income/Expense Statement Summary**  
**From Jan 2024 to Sep 2024**

| Financial Row                                 | - No Department -       |                      | 10 Operating          |                     | Total                 |
|-----------------------------------------------|-------------------------|----------------------|-----------------------|---------------------|-----------------------|
|                                               |                         |                      | Administration        | Building Funds      |                       |
|                                               | Amount                  | Amount               | Amount                | Amount              | Amount                |
| <b>Ordinary Income/Expense</b>                |                         |                      |                       |                     |                       |
| <b>Income</b>                                 |                         |                      |                       |                     |                       |
| 4000 - Contribution Revenue                   | \$0.00                  | \$0.00               | \$3,683.42            | \$0.00              | \$3,683.42            |
| 4100 - Inkind Revenue                         | \$0.00                  | \$0.00               | \$0.00                | \$0.00              | \$0.00                |
| 4200 - Miscellaneous Revenue                  | (\$117.14)              | \$0.00               | \$35,470.44           | \$0.00              | \$35,470.44           |
| 4400 - State Revenue                          | \$0.00                  | \$0.00               | \$282,091.92          | \$0.00              | \$282,091.92          |
| 4500 - Federal Revenue                        | \$0.00                  | \$0.00               | \$0.00                | \$0.00              | \$0.00                |
| 4900 - Recoveries from Programs               | \$0.00                  | \$0.00               | \$2,967,721.90        | \$0.00              | \$2,967,721.90        |
| 5000 - Rental Revenue                         | \$0.00                  | \$0.00               | \$0.00                | \$230,637.97        | \$230,637.97          |
| 5100 - Program Fee Revenue                    | \$7,848.30              | \$0.00               | \$0.00                | \$0.00              | \$0.00                |
| 5300 - Interest and Dividends                 | \$0.00                  | (\$193.26)           | \$54,310.95           | \$910.22            | \$55,027.91           |
| 5400 - Revenue from other sources             | \$0.00                  | (\$89,669.01)        | \$464,669.01          | \$78,337.40         | \$453,337.40          |
| 5800 - Special Event Expense                  | \$40.00                 | \$0.00               | \$40.00               | \$0.00              | \$40.00               |
| <b>Total - Income</b>                         | <b>\$7,771.16</b>       | <b>(\$89,862.27)</b> | <b>\$3,807,987.64</b> | <b>\$309,885.59</b> | <b>\$4,028,010.96</b> |
| <b>8000 - Cost of Goods Sold</b>              |                         |                      |                       |                     |                       |
| 8010 - Resale Fuel Expense                    | \$0.00                  | \$0.00               | \$0.00                | \$0.00              | \$0.00                |
| 8020 - Ship Store (Resale Inv)                | \$400.53                | \$0.00               | \$0.00                | \$0.00              | \$0.00                |
| <b>Total - 8000 - Cost of Goods Sold</b>      | <b>\$400.53</b>         | <b>\$0.00</b>        | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$0.00</b>         |
| <b>Expense</b>                                |                         |                      |                       |                     |                       |
| 7000 - Grants, contracts, & direct assistance | \$600.00                | \$0.00               | \$10,000.00           | \$0.00              | \$10,000.00           |
| 7200 - Salaries & related expenses            | \$793,436.34            | \$0.00               | \$967,292.46          | \$0.00              | \$967,292.46          |
| 7300 - Indirect Cost Pool Expense             | \$103,409.74            | \$0.00               | \$41,281.85           | \$0.00              | \$41,281.85           |
| 7500 - Contract/Consultant Services           | \$68,173.43             | \$0.00               | \$138,350.07          | \$46,184.47         | \$184,534.54          |
| 8100 - Non personnel expenses                 | \$42,288.06             | \$0.00               | \$171,800.85          | \$18,020.40         | \$189,821.25          |
| 8200 - Facility & equipment expenses          | \$122,468.96            | \$0.00               | \$151,992.46          | \$131,094.97        | \$283,087.43          |
| 8300 - Travel & meetings expenses             | \$2,647.29              | \$0.00               | \$60,466.28           | \$702.16            | \$61,168.44           |
| 8400 - Insurance Expense                      | \$1,880.05              | \$0.00               | \$1,204,087.52        | \$49,265.00         | \$1,253,352.52        |
| 8600 - Business expenses                      | \$0.00                  | \$0.00               | \$0.00                | \$911.00            | \$911.00              |
| 8700 - Food Expenses                          | \$332,906.81            | \$121.21             | \$12,789.75           | \$0.00              | \$12,910.96           |
| 8800 - In-Kind Expenses                       | \$0.00                  | \$0.00               | \$0.00                | \$0.00              | \$0.00                |
| <b>Total - Expense</b>                        | <b>\$1,467,810.68</b>   | <b>\$121.21</b>      | <b>\$2,758,061.24</b> | <b>\$246,178.00</b> | <b>\$3,004,360.45</b> |
| <b>Net Ordinary Income</b>                    | <b>(\$1,460,440.05)</b> | <b>(\$89,983.48)</b> | <b>\$1,049,926.40</b> | <b>\$63,707.59</b>  | <b>\$1,023,650.51</b> |
| <b>Other Income and Expenses</b>              |                         |                      |                       |                     |                       |
| <b>Other Expense</b>                          |                         |                      |                       |                     |                       |
| 8500 - Other Expense                          | \$25,641.39             | \$0.00               | \$350,468.52          | \$3,611.73          | \$354,080.25          |
| <b>Total - Other Expense</b>                  | <b>\$25,641.39</b>      | <b>\$0.00</b>        | <b>\$350,468.52</b>   | <b>\$3,611.73</b>   | <b>\$354,080.25</b>   |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**  
**Options: Activity Only**

Early Childhood

| FINANCIAL ROW                                 | BUDGET AMOUNT          | AMOUNT EXPENDED         | BUDGET BALANCE           | % OF BUDGET     |
|-----------------------------------------------|------------------------|-------------------------|--------------------------|-----------------|
| <b>Ordinary Income/Expense</b>                |                        |                         |                          |                 |
| <b>Income</b>                                 |                        |                         |                          |                 |
| 4000 - Contribution Revenue                   | \$56,247.00            | \$56,747.00             | (\$500.00)               | 100.89%         |
| 4100 - Inkind Revenue                         | \$1,289,258.07         | \$2,410,688.22          | (\$1,121,430.15)         | 186.98%         |
| 4200 - Miscellaneous Revenue                  | \$0.00                 | \$4,696,456.39          | (\$4,696,456.39)         | 0.00%           |
| 4400 - State Revenue                          | \$584,484.20           | \$1,082,305.69          | (\$497,821.49)           | 185.17%         |
| 4500 - Federal Revenue                        | \$17,764,622.24        | \$21,887,966.26         | (\$4,123,344.02)         | 123.21%         |
| 5100 - Program Fee Revenue                    | \$0.00                 | \$1,884,376.12          | (\$1,884,376.12)         | 0.00%           |
| 5300 - Interest and Dividends                 | \$0.00                 | \$72,585.91             | (\$72,585.91)            | 0.00%           |
| 5400 - Revenue from other sources             | \$0.00                 | (\$228,453.13)          | \$228,453.13             | 0.00%           |
| <b>Total - Income</b>                         | <b>\$19,694,611.51</b> | <b>\$31,862,672.46</b>  | <b>(\$12,168,060.95)</b> | <b>161.78%</b>  |
| <b>Gross Profit</b>                           | <b>\$19,694,611.51</b> | <b>\$31,862,672.46</b>  | <b>(\$12,168,060.95)</b> | <b>161.78%</b>  |
| <b>Expense</b>                                |                        |                         |                          |                 |
| 7000 - Grants, contracts, & direct assistance | \$0.00                 | (\$8,481.09)            | \$8,481.09               | 0.00%           |
| 7200 - Salaries & related expenses            | \$9,966,051.07         | \$16,270,992.92         | (\$6,304,941.85)         | 163.26%         |
| 7300 - Indirect Cost Pool Expense             | \$1,801,963.81         | \$2,916,035.66          | (\$1,114,071.85)         | 161.83%         |
| 7500 - Contract/Consultant Services           | \$3,053,456.00         | \$2,242,478.91          | \$810,977.09             | 73.44%          |
| 8100 - Non personnel expenses                 | \$1,161,086.15         | \$2,741,120.87          | (\$1,580,034.72)         | 236.08%         |
| 8200 - Facility & equipment expenses          | \$1,126,090.00         | \$1,441,238.76          | (\$315,148.76)           | 127.99%         |
| 8300 - Travel & meetings expenses             | \$258,434.22           | \$256,085.68            | \$2,348.54               | 99.09%          |
| 8400 - Insurance Expense                      | \$92,300.00            | \$353,631.50            | (\$261,331.50)           | 383.13%         |
| 8700 - Food Expenses                          | \$154,740.00           | \$2,904,792.15          | (\$2,750,052.15)         | 1,877.21%       |
| 8800 - In-Kind Expenses                       | \$878,524.94           | \$2,311,038.24          | (\$1,432,513.30)         | 263.06%         |
| <b>Total - Expense</b>                        | <b>\$18,492,646.19</b> | <b>\$31,428,933.60</b>  | <b>(\$12,936,287.41)</b> | <b>169.95%</b>  |
| <b>Other Income and Expenses</b>              |                        |                         |                          |                 |
| <b>Other Expense</b>                          |                        |                         |                          |                 |
| 8500 - Other Expense                          | \$1,022,329.04         | \$1,500,831.57          | (\$478,502.53)           | 146.81%         |
| <b>Total - Other Expense</b>                  | <b>\$1,022,329.04</b>  | <b>\$1,500,831.57</b>   | <b>(\$478,502.53)</b>    | <b>146.81%</b>  |
| <b>Net Income</b>                             | <b>\$179,636.28</b>    | <b>(\$1,067,092.71)</b> | <b>\$1,246,728.99</b>    | <b>-594.03%</b> |

LIFT Community Action Agency Inc  
Parent - Lift : LIFT Community Action Agency Inc  
Income/Expense Statement Summary  
From Jan 2024 to Sep 2024

| Financial Row                                 | 20 Early Childhood |               |                  |                |                |                |                |                |                |
|-----------------------------------------------|--------------------|---------------|------------------|----------------|----------------|----------------|----------------|----------------|----------------|
|                                               |                    | CACFP -       | Early Head Start | Early Learning |                |                |                |                | Total          |
|                                               |                    | Daycare Homes | CC               | Centers        |                |                | HS/EHS         |                |                |
|                                               |                    |               |                  |                |                |                | EHS            | Head Start     | Total          |
|                                               | Amount             | Amount        | Amount           | Amount         | Amount         | Amount         | Amount         | Amount         | Amount         |
| Ordinary Income/Expense                       |                    |               |                  |                |                |                |                |                |                |
| Income                                        |                    |               |                  |                |                |                |                |                |                |
| 4000 - Contribution Revenue                   | \$0.00             | \$0.00        | \$0.00           | \$0.00         | \$500.00       | \$0.00         | \$34,247.00    | \$34,747.00    | \$34,747.00    |
| 4100 - Inkind Revenue                         | \$0.00             | \$0.00        | \$2,060.13       | \$9,739.30     | \$0.00         | \$15,924.58    | \$448,130.14   | \$464,054.72   | \$475,854.15   |
| 4200 - Miscellaneous Revenue                  | \$0.00             | \$0.00        | \$0.00           | \$353,066.06   | \$187,964.90   | \$0.00         | \$168,580.56   | \$356,545.46   | \$709,611.52   |
| 4400 - State Revenue                          | \$0.00             | \$0.00        | \$0.00           | \$0.00         | \$0.00         | \$28,591.30    | \$135,460.12   | \$164,051.42   | \$164,051.42   |
| 4500 - Federal Revenue                        | \$0.00             | \$808,110.51  | \$1,488,967.66   | \$56,896.13    | \$0.00         | \$0.00         | \$3,890,624.10 | \$3,890,624.10 | \$6,244,598.40 |
| 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                    | \$168.00           | \$0.00        | \$0.00           | \$452,347.50   | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$452,515.50   |
| 5300 - Interest and Dividends                 | \$0.00             | \$0.00        | \$0.00           | \$8,607.48     | \$14,159.01    | \$0.00         | \$71.55        | \$14,230.56    | \$22,838.04    |
| 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                                | \$168.00           | \$808,110.51  | \$1,491,027.79   | \$880,656.47   | \$202,623.91   | \$44,515.88    | \$4,677,113.47 | \$4,924,253.26 | \$8,104,216.03 |
| 8000 - Cost of Goods Sold                     |                    |               |                  |                |                |                |                |                |                |
| 8010 - Resale Fuel Expense                    | \$0.00             | \$0.00        | \$0.00           | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$0.00         |
| 8020 - Ship Store (Resale Inv)                | \$0.00             | \$0.00        | \$0.00           | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$0.00         |
| Total - 8000 - Cost of Goods Sold             | \$0.00             | \$0.00        | \$0.00           | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$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         |
| 7200 - Salaries & related expenses            | \$128,780.75       | \$75,097.25   | \$461,500.31     | \$508,933.27   | \$45,730.89    | \$535,798.75   | \$1,984,789.11 | \$2,566,318.75 | \$3,740,630.33 |
| 7300 - Indirect Cost Pool Expense             | \$24,926.42        | \$14,657.01   | \$90,738.30      | \$91,067.26    | \$13,955.07    | \$106,330.08   | \$395,580.04   | \$515,865.19   | \$737,254.18   |
| 7500 - Contract/Consultant Services           | \$0.00             | \$5,737.50    | \$656,973.30     | \$2,336.99     | \$308,815.42   | \$7,327.26     | \$43,244.99    | \$359,387.67   | \$1,024,435.46 |
| 8100 - Non personnel expenses                 | \$3,588.68         | \$3,333.01    | \$123,647.70     | \$29,279.14    | \$18,310.64    | \$128.02       | \$248,489.18   | \$266,927.84   | \$426,776.37   |
| 8200 - Facility & equipment expenses          | \$152.50           | \$3,366.00    | \$71,128.93      | \$12,118.91    | \$54,149.70    | \$865.41       | \$152,819.27   | \$207,834.38   | \$294,600.72   |
| 8300 - Travel & meetings expenses             | \$68.12            | \$22,014.20   | \$12,792.81      | \$4,086.34     | \$890.86       | \$54.86        | \$44,230.31    | \$45,176.03    | \$84,137.50    |
| 8400 - Insurance Expense                      | \$0.00             | \$0.00        | \$15,821.80      | \$24,527.80    | \$4.00         | \$0.00         | \$88,361.12    | \$88,365.12    | \$128,714.72   |
| 8600 - Business expenses                      | \$0.00             | \$0.00        | \$0.00           | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$0.00         | \$0.00         |
| 8700 - Food Expenses                          | \$273.36           | \$429,755.70  | \$55.98          | \$80,951.19    | \$24,478.17    | \$0.00         | \$312,747.78   | \$337,225.95   | \$848,262.18   |
| 8800 - In-Kind Expenses                       | \$0.00             | \$0.00        | \$2,060.13       | \$9,739.30     | \$0.00         | \$8,597.32     | \$448,130.14   | \$456,727.46   | \$468,526.89   |
| Total - Expense                               | \$157,789.83       | \$553,960.67  | \$1,434,719.26   | \$763,040.20   | \$466,334.75   | \$659,101.70   | \$3,718,391.94 | \$4,843,828.39 | \$7,753,338.35 |
| Net Ordinary Income                           | (\$157,621.83)     | \$254,149.84  | \$56,308.53      | \$117,616.27   | (\$263,710.84) | (\$614,585.82) | \$958,721.53   | \$80,424.87    | \$350,877.68   |
| Other Income and Expenses                     |                    |               |                  |                |                |                |                |                |                |
| Other Expense                                 |                    |               |                  |                |                |                |                |                |                |
| 8500 - Other Expense                          | \$0.00             | \$59.70       | \$249,362.36     | \$4,119.04     | \$15,035.29    | \$0.00         | \$161,510.26   | \$176,545.55   | \$430,086.65   |
| Total - Other Expense                         | \$0.00             | \$59.70       | \$249,362.36     | \$4,119.04     | \$15,035.29    | \$0.00         | \$161,510.26   | \$176,545.55   | \$430,086.65   |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**  
**Options: Activity Only**

Community Service

| FINANCIAL ROW                                 | BUDGET AMOUNT          | AMOUNT EXPENDED        | BUDGET BALANCE        | % OF BUDGET    |
|-----------------------------------------------|------------------------|------------------------|-----------------------|----------------|
| <b>Ordinary Income/Expense</b>                |                        |                        |                       |                |
| <b>Income</b>                                 |                        |                        |                       |                |
| 4000 - Contribution Revenue                   | \$28,620.00            | \$76,750.30            | (\$48,130.30)         | 268.17%        |
| 4100 - Inkind Revenue                         | \$804,215.54           | \$757,955.65           | \$46,259.89           | 94.25%         |
| 4200 - Miscellaneous Revenue                  | \$12,660.00            | \$360,084.39           | (\$347,424.39)        | 2,844.27%      |
| 4400 - State Revenue                          | \$2,694,522.16         | \$1,349,513.30         | \$1,345,008.86        | 50.08%         |
| 4500 - Federal Revenue                        | \$10,435,438.42        | \$10,827,696.52        | (\$392,258.10)        | 103.76%        |
| 5000 - Rental Revenue                         | \$0.00                 | (\$360.00)             | \$360.00              | 0.00%          |
| 5100 - Program Fee Revenue                    | \$0.00                 | \$6,504.88             | (\$6,504.88)          | 0.00%          |
| 5300 - Interest and Dividends                 | \$0.00                 | \$907,051.25           | (\$907,051.25)        | 0.00%          |
| 5400 - Revenue from other sources             | \$0.00                 | \$122,712.41           | (\$122,712.41)        | 0.00%          |
| 5800 - Special Event Expense                  | \$0.00                 | \$11,665.33            | (\$11,665.33)         | 0.00%          |
| <b>Total - Income</b>                         | <b>\$13,975,456.12</b> | <b>\$14,419,574.03</b> | <b>(\$444,117.91)</b> | <b>103.18%</b> |
| <b>Gross Profit</b>                           | <b>\$13,975,456.12</b> | <b>\$14,419,574.03</b> | <b>(\$444,117.91)</b> | <b>103.18%</b> |
| <b>Expense</b>                                |                        |                        |                       |                |
| 7000 - Grants, contracts, & direct assistance | \$245,411.25           | \$1,364,653.09         | (\$1,119,241.84)      | 556.07%        |
| 7200 - Salaries & related expenses            | \$7,081,246.25         | \$6,986,512.33         | \$94,733.92           | 98.66%         |
| 7300 - Indirect Cost Pool Expense             | \$1,304,629.71         | \$1,208,388.31         | \$96,241.40           | 92.62%         |
| 7500 - Contract/Consultant Services           | \$562,906.00           | \$459,703.87           | \$103,202.13          | 81.67%         |
| 8100 - Non personnel expenses                 | \$986,420.55           | \$573,359.19           | \$413,061.36          | 58.13%         |
| 8200 - Facility & equipment expenses          | \$376,085.71           | \$339,214.17           | \$36,871.54           | 90.20%         |
| 8300 - Travel & meetings expenses             | \$555,957.11           | \$386,915.59           | \$169,041.52          | 69.59%         |
| 8400 - Insurance Expense                      | \$100.00               | \$16,004.72            | (\$15,904.72)         | 16,004.72%     |
| 8600 - Business expenses                      | \$0.00                 | \$7.50                 | (\$7.50)              | 0.00%          |
| 8700 - Food Expenses                          | \$70,000.00            | \$52,599.38            | \$17,400.62           | 75.14%         |
| 8800 - In-Kind Expenses                       | \$803,769.54           | \$757,968.16           | \$45,801.38           | 94.30%         |
| <b>Total - Expense</b>                        | <b>\$11,986,526.12</b> | <b>\$12,145,326.31</b> | <b>(\$158,800.19)</b> | <b>101.32%</b> |
| <b>Other Income and Expenses</b>              |                        |                        |                       |                |
| <b>Other Expense</b>                          |                        |                        |                       |                |
| 8500 - Other Expense                          | \$1,750,490.73         | \$1,054,467.87         | \$696,022.86          | 60.24%         |
| <b>Total - Other Expense</b>                  | <b>\$1,750,490.73</b>  | <b>\$1,054,467.87</b>  | <b>\$696,022.86</b>   | <b>60.24%</b>  |
| <b>Net Income</b>                             | <b>\$238,439.27</b>    | <b>\$1,219,779.85</b>  | <b>(\$981,340.58)</b> | <b>511.57%</b> |

LIFT Community Action Agency Inc  
Parent - Lift : LIFT Community Action Agency Inc  
Income/Expense Statement Summary  
From Jan 2024 to Sep 2024

| Financial Row                                 | 30 Community Service |                    |                       |                         |               |              |               |              |                              |               |             |               |              |              |              |              |                |                |
|-----------------------------------------------|----------------------|--------------------|-----------------------|-------------------------|---------------|--------------|---------------|--------------|------------------------------|---------------|-------------|---------------|--------------|--------------|--------------|--------------|----------------|----------------|
|                                               | CASA                 | Community Services | Drug Free Communities | Emergency Services EFSP | Healthy Start | Mentoring    | RCOR TRI-CORP | RSVP         | Safe Place RX Healing Hearts | Second Chance | VOCA        | WORK READY OK | Youth Build  | Total        |              |              |                |                |
|                                               | Amount               | Amount             | Amount                | Amount                  | Amount        | Amount       | Amount        | Amount       | Amount                       | Amount        | Amount      | Amount        | Amount       | Amount       | Amount       | Amount       | Amount         | Amount         |
| Ordinary Income/Expense                       |                      |                    |                       |                         |               |              |               |              |                              |               |             |               |              |              |              |              |                |                |
| Income                                        |                      |                    |                       |                         |               |              |               |              |                              |               |             |               |              |              |              |              |                |                |
| 4000 - Contribution Revenue                   | \$0.00               | \$540.00           | \$0.00                | \$0.00                  | \$0.00        | \$0.00       | \$0.00        | \$0.00       | \$0.00                       | \$0.00        | \$5,860.00  | \$0.00        | \$0.00       | \$0.00       | \$0.00       | \$14,962.02  | \$21,362.02    |                |
| 4100 - In-kind Revenue                        | \$0.00               | \$0.00             | \$0.00                | \$114,825.20            | \$0.00        | \$0.00       | \$0.00        | \$0.00       | \$0.00                       | \$0.00        | \$17,704.28 | \$0.00        | \$0.00       | \$0.00       | \$0.00       | \$239,678.06 | \$372,207.54   |                |
| 4200 - Miscellaneous Revenue                  | \$0.00               | \$1,274.65         | \$0.00                | \$0.00                  | \$0.00        | \$0.00       | \$0.00        | \$2,500.00   | \$0.00                       | \$0.00        | \$0.00      | \$0.00        | \$0.00       | \$0.00       | \$0.00       | \$10,000.00  | \$13,774.65    |                |
| 4400 - State Revenue                          | \$443,519.10         | \$3,785.83         | \$81,903.18           | \$0.00                  | \$0.00        | \$0.00       | \$0.00        | \$0.00       | \$0.00                       | \$1,849.54    | \$0.00      | \$0.00        | \$421.31     | \$125,748.37 | \$0.00       | \$657,227.33 |                |                |
| 4500 - Federal Revenue                        | \$0.00               | \$0.00             | \$59,863.96           | \$54,799.00             | \$0.00        | \$0.00       | \$645,827.09  | \$23,290.63  | \$270,844.58                 | \$24,291.10   | \$0.00      | \$148,635.33  | \$135,141.40 | \$89,387.73  | \$0.00       | \$350,593.00 | \$1,802,673.82 |                |
| 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        | \$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        | \$0.00       | \$0.00       | \$0.00       | (\$360.00)   | (\$360.00)     |                |
| 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        | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         |                |
| 5300 - Interest and Dividends                 | \$29.66              | \$188.06           | \$50.99               | \$53.54                 | \$17.97       | \$0.00       | \$17.97       | \$14.33      | \$107.23                     | \$21.62       | \$17.16     | \$0.00        | \$25.37      | \$555.46     | \$0.00       | \$56.28      | \$1,137.67     |                |
| 5400 - Revenue from other sources             | \$0.00               | \$13,000.00        | \$0.00                | \$0.00                  | \$0.00        | \$0.00       | \$0.00        | \$0.00       | \$12,500.00                  | \$0.00        | \$19,626.25 | \$0.00        | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$45,126.25    |                |
| 5800 - Special Event Expense                  | \$0.00               | \$0.00             | \$0.00                | \$0.00                  | \$0.00        | \$0.00       | \$0.00        | \$0.00       | \$0.00                       | \$0.00        | \$700.00    | \$0.00        | \$980.00     | \$0.00       | \$0.00       | \$1,500.00   | \$3,180.00     |                |
| Total - Income                                | \$443,548.76         | \$18,788.54        | \$141,818.13          | \$169,677.74            | \$17.97       | \$0.00       | \$17.97       | \$648,341.42 | \$35,897.86                  | \$270,866.20  | \$68,198.79 | \$1,849.54    | \$148,635.33 | \$136,146.77 | \$90,364.50  | \$125,748.37 | \$616,429.36   | \$2,916,329.28 |
| 8000 - Cost of Goods Sold                     |                      |                    |                       |                         |               |              |               |              |                              |               |             |               |              |              |              |              |                |                |
| 8010 - Resale Fuel 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        | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         |
| 8020 - Ship Store (Resale Inv)                | \$0.00               | \$0.00             | \$0.00                | \$0.00                  | \$0.00        | \$0.00       | \$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 - 8000 - Cost of Goods Sold             | \$0.00               | \$0.00             | \$0.00                | \$0.00                  | \$0.00        | \$0.00       | \$0.00        | \$0.00       | \$0.00                       | \$0.00        | \$0.00      | \$0.00        | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         |
| Expense                                       |                      |                    |                       |                         |               |              |               |              |                              |               |             |               |              |              |              |              |                |                |
| 7000 - Grants, contracts, & direct assistance | \$0.00               | \$0.00             | \$55,691.88           | \$0.00                  | \$2,493.62    | \$2,756.40   | \$5,250.02    | \$0.00       | \$451.03                     | \$0.00        | \$0.00      | \$0.00        | \$4,797.37   | \$0.00       | \$7,026.68   | \$0.00       | \$1,068.60     | \$74,285.58    |
| 7200 - Salaries & related expenses            | \$150,263.52         | \$0.00             | \$11,452.97           | \$34,788.62             | \$0.00        | \$0.00       | \$0.00        | \$422,505.21 | \$18,975.40                  | \$182,906.78  | \$35,251.47 | \$2,307.05    | \$60,969.80  | \$81,853.04  | \$70,168.40  | \$18,432.29  | \$153,079.93   | \$1,242,954.48 |
| 7300 - Indirect Cost Pool Expense             | \$29,591.85          | \$1,209.86         | \$2,229.09            | \$6,792.27              | \$0.00        | \$0.00       | \$0.00        | \$83,906.59  | \$3,666.56                   | \$36,273.58   | \$7,383.91  | \$466.17      | \$12,277.79  | \$16,401.60  | \$12,493.85  | \$3,582.56   | \$31,199.25    | \$247,474.93   |
| 7500 - Contract/Consultant Services           | \$2,285.00           | \$0.00             | \$19,260.00           | \$0.00                  | \$0.00        | \$0.00       | \$0.00        | \$34,542.09  | \$1,331.00                   | \$2,599.00    | \$0.00      | \$0.00        | \$1,331.70   | \$22,222.00  | \$0.00       | \$1,749.43   | \$705.68       | \$86,025.90    |
| 8100 - Non personnel expenses                 | \$71,925.36          | \$334.67           | \$2,432.71            | \$86.76                 | \$0.00        | \$0.00       | \$0.00        | \$22,463.86  | \$1,173.28                   | \$16,182.31   | \$1,157.23  | \$0.00        | \$4,413.08   | \$5,183.19   | \$1,406.32   | \$11,000.37  | \$15,952.88    | \$153,712.02   |
| 8200 - Facility & equipment expenses          | \$49,499.36          | \$1,140.00         | \$0.00                | \$0.00                  | \$0.00        | \$0.00       | \$0.00        | \$26,076.00  | \$415.00                     | \$7,556.98    | \$2,331.00  | \$0.00        | \$5,099.50   | \$3,420.00   | \$3,093.48   | \$12,402.44  | \$18,485.71    | \$129,519.47   |
| 8300 - Travel & meetings expenses             | \$4,669.89           | \$1,358.09         | \$1,521.85            | \$178.48                | \$0.00        | \$0.00       | \$0.00        | \$20,286.81  | \$1,837.71                   | \$9,891.03    | \$1,472.27  | \$0.00        | \$5,854.80   | \$11,441.89  | \$2,984.62   | \$3,546.94   | \$34,605.71    | \$99,650.09    |
| 8400 - Insurance Expense                      | \$0.00               | \$0.00             | \$0.00                | \$0.00                  | \$0.00        | \$0.00       | \$0.00        | \$24.00      | \$0.00                       | \$0.00        | \$1,494.32  | \$0.00        | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$4,529.00     | \$6,047.32     |
| 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        | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$7.50         |
| 8700 - Food Expenses                          | \$3,139.24           | \$0.00             | \$0.00                | \$255.57                | \$0.00        | \$0.00       | \$0.00        | \$3,870.87   | \$0.00                       | \$578.36      | \$933.19    | \$0.00        | \$0.00       | \$0.00       | \$0.00       | \$1,897.32   | \$217.04       | \$10,891.59    |
| 8800 - In-Kind Expenses                       | \$0.00               | \$0.00             | \$0.00                | \$114,825.20            | \$0.00        | \$0.00       | \$0.00        | \$0.00       | \$0.00                       | \$0.00        | \$17,704.28 | \$0.00        | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$239,678.06   | \$372,207.54   |
| Total - Expense                               | \$311,374.22         | \$4,042.62         | \$92,588.50           | \$156,926.90            | \$2,493.62    | \$2,756.40   | \$5,250.02    | \$613,675.43 | \$27,849.98                  | \$255,988.04  | \$67,727.67 | \$2,773.22    | \$94,744.04  | \$140,521.72 | \$97,173.35  | \$52,611.35  | \$499,529.36   | \$2,422,776.42 |
| Net Ordinary Income                           | \$132,174.54         | \$14,745.92        | \$49,229.63           | \$12,750.84             | (\$2,475.65)  | (\$2,756.40) | (\$5,232.05)  | \$34,665.99  | \$8,047.88                   | \$14,878.16   | \$471.12    | (\$923.68)    | \$53,891.29  | (\$4,374.95) | (\$6,808.85) | \$73,137.02  | \$116,900.00   | \$493,552.86   |
| Other Income and Expenses                     |                      |                    |                       |                         |               |              |               |              |                              |               |             |               |              |              |              |              |                |                |
| Other Expense                                 |                      |                    |                       |                         |               |              |               |              |                              |               |             |               |              |              |              |              |                |                |
| 8500 - Other Expense                          | \$76,526.33          | \$2,918.63         | \$9,080.00            | \$7,597.35              | \$0.00        | \$0.00       | \$0.00        | \$39,279.18  | \$660.40                     | \$31,521.82   | \$763.50    | \$0.00        | \$1,758.54   | \$2,880.74   | \$6,205.13   | \$30,017.74  | \$89,123.56    | \$298,332.92   |
| Total - Other Expense                         | \$76,526.33          | \$2,918.63         | \$9,080.00            | \$7,597.35              | \$0.00        | \$0.00       | \$0.00        | \$39,279.18  | \$660.40                     | \$31,521.82   | \$763.50    | \$0.00        | \$1,758.54   | \$2,880.74   | \$6,205.13   | \$30,017.74  | \$89,123.56    | \$298,332.92   |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**  
**Options: Activity Only**

*Housing*

| FINANCIAL ROW                                 | BUDGET AMOUNT          | AMOUNT EXPENDED         | BUDGET BALANCE          | % OF BUDGET     |
|-----------------------------------------------|------------------------|-------------------------|-------------------------|-----------------|
| <b>Ordinary Income/Expense</b>                |                        |                         |                         |                 |
| <b>Income</b>                                 |                        |                         |                         |                 |
| 4000 - Contribution Revenue                   | \$0.00                 | \$121.72                | (\$121.72)              | 0.00%           |
| 4100 - Inkind Revenue                         | \$419,500.00           | \$238,874.69            | \$180,625.31            | 56.94%          |
| 4200 - Miscellaneous Revenue                  | \$28,311.00            | \$305,257.77            | (\$276,946.77)          | 1,078.23%       |
| 4400 - State Revenue                          | \$34,270.00            | \$618,715.04            | (\$584,445.04)          | 1,805.41%       |
| 4500 - Federal Revenue                        | \$13,610,834.77        | \$14,770,812.59         | (\$1,159,977.82)        | 108.52%         |
| 5000 - Rental Revenue                         | \$0.00                 | \$1,135,146.53          | (\$1,135,146.53)        | 0.00%           |
| 5100 - Program Fee Revenue                    | \$0.00                 | \$567,608.04            | (\$567,608.04)          | 0.00%           |
| 5300 - Interest and Dividends                 | \$500.04               | \$239,648.98            | (\$239,148.94)          | 47,925.96%      |
| 5400 - Revenue from other sources             | \$0.00                 | (\$282,973.85)          | \$282,973.85            | 0.00%           |
| <b>Total - Income</b>                         | <b>\$14,093,415.81</b> | <b>\$17,593,211.51</b>  | <b>(\$3,499,795.70)</b> | <b>124.83%</b>  |
| <b>Gross Profit</b>                           | <b>\$14,093,415.81</b> | <b>\$17,593,211.51</b>  | <b>(\$3,499,795.70)</b> | <b>124.83%</b>  |
| <b>Expense</b>                                |                        |                         |                         |                 |
| 7000 - Grants, contracts, & direct assistance | \$40,000.00            | \$3,525,867.31          | (\$3,485,867.31)        | 8,814.67%       |
| 7200 - Salaries & related expenses            | \$6,619,562.64         | \$8,995,546.59          | (\$2,375,983.95)        | 135.89%         |
| 7300 - Indirect Cost Pool Expense             | \$1,252,856.55         | \$1,690,430.75          | (\$437,574.20)          | 134.93%         |
| 7500 - Contract/Consultant Services           | \$250,043.14           | \$319,281.84            | (\$69,238.70)           | 127.69%         |
| 8100 - Non personnel expenses                 | \$553,598.25           | \$463,785.86            | \$89,812.39             | 83.78%          |
| 8200 - Facility & equipment expenses          | \$1,732,626.42         | \$1,949,826.42          | (\$217,200.00)          | 112.54%         |
| 8300 - Travel & meetings expenses             | \$1,663,015.26         | \$888,784.25            | \$774,231.01            | 53.44%          |
| 8400 - Insurance Expense                      | \$20,451.22            | \$495,150.75            | (\$474,699.53)          | 2,421.13%       |
| 8600 - Business expenses                      | \$0.00                 | \$8,713.62              | (\$8,713.62)            | 0.00%           |
| 8700 - Food Expenses                          | \$0.00                 | \$1,743.26              | (\$1,743.26)            | 0.00%           |
| 8800 - In-Kind Expenses                       | \$419,500.00           | \$238,874.69            | \$180,625.31            | 56.94%          |
| <b>Total - Expense</b>                        | <b>\$12,551,653.48</b> | <b>\$18,578,005.34</b>  | <b>(\$6,026,351.86)</b> | <b>148.01%</b>  |
| <b>Other Income and Expenses</b>              |                        |                         |                         |                 |
| <b>Other Expense</b>                          |                        |                         |                         |                 |
| 8500 - Other Expense                          | \$886,701.30           | \$708,787.37            | \$177,913.93            | 79.94%          |
| <b>Total - Other Expense</b>                  | <b>\$886,701.30</b>    | <b>\$708,787.37</b>     | <b>\$177,913.93</b>     | <b>79.94%</b>   |
| <b>Net Income</b>                             | <b>\$655,061.03</b>    | <b>(\$1,693,581.20)</b> | <b>\$2,348,642.23</b>   | <b>-258.54%</b> |

LIFT Community Action Agency Inc  
 Parent - Lift : LIFT Community Action Agency Inc  
 Income/Expense Statement Summary  
 From Jan 2024 to Sep 2024

| Financial Row                                 | 40 Housing Department |               |                |                             |                           |               |                 |                      |              |                |
|-----------------------------------------------|-----------------------|---------------|----------------|-----------------------------|---------------------------|---------------|-----------------|----------------------|--------------|----------------|
|                                               | Apartments            |               | Construction   | HUD<br>Apartments<br>(Lift) | Housing<br>Weatherization |               |                 | Self Help<br>Housing | TMA          | Total          |
|                                               | Amount                | Amount        | Amount         | Amount                      | Amount                    | Amount        | Total<br>Amount | Amount               | Amount       | 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                      | \$84,709.78               | \$0.00        | \$84,709.78     | \$0.00               | \$0.00       | \$84,709.78    |
| 4400 - State Revenue                          | \$0.00                | \$0.00        | \$0.00         | \$0.00                      | \$8,475.39                | \$0.00        | \$8,475.39      | \$0.00               | \$0.00       | \$8,475.39     |
| 4500 - Federal Revenue                        | \$0.00                | \$0.00        | \$381,819.07   | \$0.00                      | \$1,011,609.08            | \$0.00        | \$1,011,609.08  | \$374,539.52         | \$888,435.77 | \$2,656,403.44 |
| 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                         | \$10,022.50           | \$319,994.06  | \$0.00         | \$0.00                      | \$0.00                    | \$0.00        | \$0.00          | \$0.00               | \$0.00       | \$330,016.56   |
| 5100 - Program Fee Revenue                    | \$475.14              | \$2,749.65    | \$0.00         | \$22,126.90                 | \$67,737.59               | \$0.00        | \$67,737.59     | \$55.75              | \$0.00       | \$93,145.03    |
| 5300 - Interest and Dividends                 | \$119,547.00          | \$16,595.53   | \$0.00         | \$0.00                      | \$9,551.05                | \$0.00        | \$9,551.05      | \$0.00               | \$0.00       | \$145,693.58   |
| 5400 - Revenue from other sources             | \$0.00                | \$11,025.00   | \$0.00         | \$0.00                      | \$344,601.93              | \$0.00        | \$344,601.93    | \$0.00               | \$0.00       | \$355,626.93   |
| 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                                | \$130,044.64          | \$350,364.24  | \$381,819.07   | \$22,126.90                 | \$1,526,684.82            | \$0.00        | \$1,526,684.82  | \$374,595.27         | \$888,435.77 | \$3,674,070.71 |
| 8000 - Cost of Goods Sold                     |                       |               |                |                             |                           |               |                 |                      |              |                |
| 8010 - Resale Fuel Expense                    | \$0.00                | \$0.00        | \$0.00         | \$0.00                      | \$0.00                    | \$0.00        | \$0.00          | \$0.00               | \$0.00       | \$0.00         |
| 8020 - Ship Store (Resale Inv)                | \$0.00                | \$0.00        | \$0.00         | \$0.00                      | \$0.00                    | \$0.00        | \$0.00          | \$0.00               | \$0.00       | \$0.00         |
| Total - 8000 - Cost of Goods Sold             | \$0.00                | \$0.00        | \$0.00         | \$0.00                      | \$0.00                    | \$0.00        | \$0.00          | \$0.00               | \$0.00       | \$0.00         |
| Expense                                       |                       |               |                |                             |                           |               |                 |                      |              |                |
| 7000 - Grants, contracts, & direct assistance | \$128,997.00          | \$13,310.00   | \$0.00         | \$0.00                      | \$344,601.93              | \$0.00        | \$344,601.93    | \$0.00               | \$375,000.00 | \$861,908.93   |
| 7200 - Salaries & related expenses            | \$57,370.30           | \$23,417.62   | \$483,444.37   | (\$2,743.68)                | (\$32,901.69)             | \$22,998.85   | (\$9,902.84)    | \$273,319.81         | \$328,961.22 | \$1,153,866.80 |
| 7300 - Indirect Cost Pool Expense             | \$11,951.59           | \$4,545.06    | \$95,389.17    | \$4,394.70                  | (\$5,186.84)              | \$4,810.42    | (\$376.42)      | \$52,744.52          | \$67,299.50  | \$235,948.12   |
| 7500 - Contract/Consultant Services           | \$2,905.00            | \$28,958.50   | \$40,741.00    | \$0.00                      | \$71,474.97               | \$0.00        | \$71,474.97     | \$0.00               | \$24,159.21  | \$168,238.68   |
| 8100 - Non personnel expenses                 | \$2,866.44            | \$3,796.63    | \$60,004.02    | \$88.52                     | \$15,837.11               | \$0.00        | \$15,837.11     | \$5,886.50           | \$15,248.89  | \$103,728.11   |
| 8200 - Facility & equipment expenses          | \$14,218.45           | \$146,421.48  | \$5,558.68     | \$1,046.17                  | \$640,440.82              | \$0.00        | \$640,440.82    | \$15,610.29          | \$14,940.00  | \$838,235.89   |
| 8300 - Travel & meetings expenses             | \$51.25               | \$697.14      | \$13,556.59    | \$593.62                    | (\$704.92)                | \$0.00        | (\$704.92)      | \$31,781.02          | \$61,705.10  | \$107,679.80   |
| 8400 - Insurance Expense                      | \$0.00                | \$155,865.12  | \$0.00         | \$0.00                      | \$24,362.05               | \$0.00        | \$24,362.05     | \$162.00             | \$0.00       | \$180,389.17   |
| 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                      | \$665.78                  | \$0.00        | \$665.78        | \$0.00               | \$0.00       | \$665.78       |
| 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                               | \$218,360.03          | \$377,011.55  | \$698,693.83   | \$3,379.33                  | \$1,058,589.21            | \$27,809.27   | \$1,086,398.48  | \$379,504.14         | \$887,313.92 | \$3,650,661.28 |
| Net Ordinary Income                           | (\$88,315.39)         | (\$26,647.31) | (\$316,874.76) | \$18,747.57                 | \$468,095.61              | (\$27,809.27) | \$440,286.34    | (\$4,908.87)         | \$1,121.85   | \$23,409.43    |
| Other Income and Expenses                     |                       |               |                |                             |                           |               |                 |                      |              |                |
| Other Expense                                 |                       |               |                |                             |                           |               |                 |                      |              |                |
| 8500 - Other Expense                          | \$3,189.72            | \$16,368.97   | \$64,593.04    | \$4,483.35                  | \$119,410.44              | \$0.00        | \$119,410.44    | \$478.68             | \$17,421.38  | \$225,945.58   |
| Total - Other Expense                         | \$3,189.72            | \$16,368.97   | \$64,593.04    | \$4,483.35                  | \$119,410.44              | \$0.00        | \$119,410.44    | \$478.68             | \$17,421.38  | \$225,945.58   |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**  
**Options: Activity Only**

Transportation

| FINANCIAL ROW                                 | BUDGET AMOUNT         | AMOUNT EXPENDED         | BUDGET BALANCE          | % OF BUDGET    |
|-----------------------------------------------|-----------------------|-------------------------|-------------------------|----------------|
| <b>Ordinary Income/Expense</b>                |                       |                         |                         |                |
| <b>Income</b>                                 |                       |                         |                         |                |
| 4000 - Contribution Revenue                   | \$0.00                | \$1,500.00              | (\$1,500.00)            | 0.00%          |
| 4200 - Miscellaneous Revenue                  | \$0.00                | \$117,746.06            | (\$117,746.06)          | 0.00%          |
| 4400 - State Revenue                          | \$0.00                | \$2,393,870.00          | (\$2,393,870.00)        | 0.00%          |
| 4500 - Federal Revenue                        | \$1,072,241.04        | \$1,011,408.55          | \$60,832.49             | 94.33%         |
| 5100 - Program Fee Revenue                    | \$99,999.96           | \$1,129,648.18          | (\$1,029,648.22)        | 1,129.65%      |
| 5300 - Interest and Dividends                 | \$0.00                | \$7,497.22              | (\$7,497.22)            | 0.00%          |
| 5400 - Revenue from other sources             | \$105,397.92          | \$358,459.02            | (\$253,061.10)          | 340.10%        |
| <b>Total - Income</b>                         | <b>\$1,277,638.92</b> | <b>\$5,020,129.03</b>   | <b>(\$3,742,490.11)</b> | <b>392.92%</b> |
| <b>Gross Profit</b>                           | <b>\$1,277,638.92</b> | <b>\$5,020,129.03</b>   | <b>(\$3,742,490.11)</b> | <b>392.92%</b> |
| <b>Expense</b>                                |                       |                         |                         |                |
| 7000 - Grants, contracts, & direct assistance | \$0.00                | \$401,771.58            | (\$401,771.58)          | 0.00%          |
| 7200 - Salaries & related expenses            | \$982,039.92          | \$3,786,637.46          | (\$2,804,597.54)        | 385.59%        |
| 7300 - Indirect Cost Pool Expense             | \$174,804.96          | \$678,231.48            | (\$503,426.52)          | 387.99%        |
| 7500 - Contract/Consultant Services           | \$800.04              | \$72,023.61             | (\$71,223.57)           | 9,002.50%      |
| 8100 - Non personnel expenses                 | \$41,200.08           | \$222,174.22            | (\$180,974.14)          | 539.26%        |
| 8200 - Facility & equipment expenses          | \$733,393.92          | \$727,591.36            | \$5,802.56              | 99.21%         |
| 8300 - Travel & meetings expenses             | \$122,299.92          | \$569,065.17            | (\$446,765.25)          | 465.30%        |
| 8400 - Insurance Expense                      | \$102,000.00          | \$478,457.17            | (\$376,457.17)          | 469.08%        |
| <b>Total - Expense</b>                        | <b>\$2,156,538.84</b> | <b>\$6,935,952.05</b>   | <b>(\$4,779,413.21)</b> | <b>321.62%</b> |
| <b>Other Income and Expenses</b>              |                       |                         |                         |                |
| <b>Other Expense</b>                          |                       |                         |                         |                |
| 8500 - Other Expense                          | \$19,800.12           | \$184,016.75            | (\$164,216.63)          | 929.37%        |
| <b>Total - Other Expense</b>                  | <b>\$19,800.12</b>    | <b>\$184,016.75</b>     | <b>(\$164,216.63)</b>   | <b>929.37%</b> |
| <b>Net Income</b>                             | <b>(\$898,700.04)</b> | <b>(\$2,099,839.77)</b> | <b>\$1,201,139.73</b>   | <b>233.65%</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**Income/Expense Statement Summary**  
**From Jan 2024 to Sep 2024**

| Financial Row                                 | 50 Transportation |                |                |
|-----------------------------------------------|-------------------|----------------|----------------|
|                                               | Transit           |                | Total          |
|                                               | Amount            | Amount         | Amount         |
| 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            | \$0.00         | \$0.00         |
| 4400 - State Revenue                          | \$0.00            | \$104,747.00   | \$104,747.00   |
| 4500 - Federal Revenue                        | \$0.00            | \$324,297.92   | \$324,297.92   |
| 4900 - Recoveries from Programs               | \$0.00            | \$0.00         | \$0.00         |
| 5000 - Rental Revenue                         | \$0.00            | \$0.00         | \$0.00         |
| 5100 - Program Fee Revenue                    | \$0.00            | \$279,632.75   | \$279,632.75   |
| 5300 - Interest and Dividends                 | \$0.00            | \$822.91       | \$822.91       |
| 5400 - Revenue from other sources             | \$0.00            | \$12,594.46    | \$12,594.46    |
| 5800 - Special Event Expense                  | \$0.00            | \$0.00         | \$0.00         |
| Total - Income                                | \$0.00            | \$722,095.04   | \$722,095.04   |
| 8000 - Cost of Goods Sold                     |                   |                |                |
| 8010 - Resale Fuel Expense                    | \$0.00            | \$0.00         | \$0.00         |
| 8020 - Ship Store (Resale Inv)                | \$0.00            | \$0.00         | \$0.00         |
| Total - 8000 - Cost of Goods Sold             | \$0.00            | \$0.00         | \$0.00         |
| Expense                                       |                   |                |                |
| 7000 - Grants, contracts, & direct assistance | \$0.00            | \$12,594.46    | \$12,594.46    |
| 7200 - Salaries & related expenses            | \$24,497.69       | \$687,910.71   | \$712,408.40   |
| 7300 - Indirect Cost Pool Expense             | \$4,932.83        | \$139,664.52   | \$144,597.35   |
| 7500 - Contract/Consultant Services           | \$0.00            | \$31,277.50    | \$31,277.50    |
| 8100 - Non personnel expenses                 | \$5,358.26        | \$33,612.44    | \$38,970.70    |
| 8200 - Facility & equipment expenses          | \$0.00            | \$196,337.94   | \$196,337.94   |
| 8300 - Travel & meetings expenses             | \$0.00            | \$134,424.53   | \$134,424.53   |
| 8400 - Insurance Expense                      | \$0.00            | \$81,228.46    | \$81,228.46    |
| 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                               | \$34,788.78       | \$1,317,050.56 | \$1,351,839.34 |
| Net Ordinary Income                           | (\$34,788.78)     | (\$594,955.52) | (\$629,744.30) |
| Other Income and Expenses                     |                   |                |                |
| Other Expense                                 |                   |                |                |
| 8500 - Other Expense                          | \$0.00            | \$115,466.03   | \$115,466.03   |
| Total - Other Expense                         | \$0.00            | \$115,466.03   | \$115,466.03   |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**  
**Options: Activity Only**

*Economic Development*

| FINANCIAL ROW                                 | BUDGET AMOUNT       | AMOUNT EXPENDED       | BUDGET BALANCE          | % OF BUDGET        |
|-----------------------------------------------|---------------------|-----------------------|-------------------------|--------------------|
| <b>Ordinary Income/Expense</b>                |                     |                       |                         |                    |
| <b>Income</b>                                 |                     |                       |                         |                    |
| 4000 - Contribution Revenue                   | \$0.00              | \$14,298.56           | (\$14,298.56)           | 0.00%              |
| 4200 - Miscellaneous Revenue                  | \$0.00              | \$14,086.73           | (\$14,086.73)           | 0.00%              |
| 4400 - State Revenue                          | \$235,896.00        | \$1,293,864.70        | (\$1,057,968.70)        | 548.49%            |
| 4500 - Federal Revenue                        | \$0.00              | \$220,028.38          | (\$220,028.38)          | 0.00%              |
| 5000 - Rental Revenue                         | \$0.00              | (\$375.00)            | \$375.00                | 0.00%              |
| 5100 - Program Fee Revenue                    | \$350,250.04        | \$1,291,371.44        | (\$941,121.40)          | 368.70%            |
| 5300 - Interest and Dividends                 | \$0.00              | \$71,167.55           | (\$71,167.55)           | 0.00%              |
| 5400 - Revenue from other sources             | \$0.00              | \$153,194.13          | (\$153,194.13)          | 0.00%              |
| 5800 - Special Event Expense                  | \$0.00              | \$626.00              | (\$626.00)              | 0.00%              |
| <b>Total - Income</b>                         | <b>\$586,146.04</b> | <b>\$3,058,262.49</b> | <b>(\$2,472,116.45)</b> | <b>521.76%</b>     |
| <b>Cost Of Sales</b>                          |                     |                       |                         |                    |
| 8000 - Cost of Goods Sold                     | \$0.00              | \$4,446.57            | (\$4,446.57)            | 0.00%              |
| <b>Total - Cost Of Sales</b>                  | <b>\$0.00</b>       | <b>\$4,446.57</b>     | <b>(\$4,446.57)</b>     | <b>0.00%</b>       |
| <b>Gross Profit</b>                           | <b>\$586,146.04</b> | <b>\$3,053,815.92</b> | <b>(\$2,467,669.88)</b> | <b>521.00%</b>     |
| <b>Expense</b>                                |                     |                       |                         |                    |
| 7000 - Grants, contracts, & direct assistance | \$0.00              | \$271,679.87          | (\$271,679.87)          | 0.00%              |
| 7200 - Salaries & related expenses            | \$283,305.76        | \$1,193,809.39        | (\$910,503.63)          | 421.39%            |
| 7300 - Indirect Cost Pool Expense             | \$53,784.04         | \$228,281.95          | (\$174,497.91)          | 424.44%            |
| 7500 - Contract/Consultant Services           | \$10,590.00         | \$148,307.34          | (\$137,717.34)          | 1,400.45%          |
| 8100 - Non personnel expenses                 | \$36,786.12         | \$140,324.01          | (\$103,537.89)          | 381.46%            |
| 8200 - Facility & equipment expenses          | \$135,486.52        | \$639,405.72          | (\$503,919.20)          | 471.93%            |
| 8300 - Travel & meetings expenses             | \$13,220.04         | \$51,814.70           | (\$38,594.66)           | 391.94%            |
| 8400 - Insurance Expense                      | \$20,700.04         | \$215,268.65          | (\$194,568.61)          | 1,039.94%          |
| 8700 - Food Expenses                          | \$0.00              | \$769,433.31          | (\$769,433.31)          | 0.00%              |
| <b>Total - Expense</b>                        | <b>\$553,872.52</b> | <b>\$3,658,324.94</b> | <b>(\$3,104,452.42)</b> | <b>660.50%</b>     |
| <b>Other Income and Expenses</b>              |                     |                       |                         |                    |
| <b>Other Expense</b>                          |                     |                       |                         |                    |
| 8500 - Other Expense                          | \$27,075.96         | \$128,811.06          | (\$101,735.10)          | 475.74%            |
| Unrealized Matching Gain/Loss                 | \$0.00              | (\$74.80)             | \$74.80                 | 0.00%              |
| <b>Total - Other Expense</b>                  | <b>\$27,075.96</b>  | <b>\$128,736.26</b>   | <b>(\$101,660.30)</b>   | <b>475.46%</b>     |
| <b>Net Income</b>                             | <b>\$5,197.56</b>   | <b>(\$733,245.28)</b> | <b>\$738,442.84</b>     | <b>-14,107.49%</b> |

LIFT Community Action Agency Inc  
Parent - Lift : LIFT Community Action Agency Inc  
Income/Expense Statement Summary  
From Jan 2024 to Sep 2024

| Financial Row                                 | 60 Economic Development          |             |            |                        |                                    |                        |                 |
|-----------------------------------------------|----------------------------------|-------------|------------|------------------------|------------------------------------|------------------------|-----------------|
|                                               | Economic Development/<br>Lending |             |            |                        |                                    |                        | Total<br>Amount |
|                                               | Amount                           | Amount      | Amount     | Clayton Lake<br>Amount | State Parks<br>Hugo Lake<br>Amount | Raymond Gary<br>Amount |                 |
| Ordinary Income/Expense                       |                                  |             |            |                        |                                    |                        |                 |
| Income                                        |                                  |             |            |                        |                                    |                        |                 |
| 4000 - Contribution Revenue                   | \$0.00                           | \$0.00      | \$0.00     | \$19.00                | \$0.00                             | \$0.00                 | \$19.00         |
| 4100 - Inkind Revenue                         | \$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                 | \$955.00                           | \$806.73               | \$1,761.73      |
| 4400 - State Revenue                          | \$0.00                           | \$0.00      | \$0.00     | \$38,020.00            | \$0.00                             | \$40,617.32            | \$78,637.32     |
| 4500 - Federal Revenue                        | \$0.00                           | \$75,000.00 | \$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          |
| 5000 - Rental Revenue                         | \$0.00                           | \$0.00      | \$0.00     | \$0.00                 | \$0.00                             | \$0.00                 | \$0.00          |
| 5100 - Program Fee Revenue                    | \$0.00                           | \$5,574.09  | \$7,394.50 | \$28,276.00            | \$209,615.65                       | \$63,869.32            | \$309,155.47    |
| 5300 - Interest and Dividends                 | \$0.00                           | \$16,698.33 | \$0.00     | \$0.00                 | \$1,661.54                         | \$393.32               | \$2,054.86      |
| 5400 - Revenue from other sources             | \$0.00                           | \$0.00      | \$221.00   | \$0.00                 | \$2,011.79                         | \$20.00                | \$2,252.79      |
| 5800 - Special Event Expense                  | \$0.00                           | \$0.00      | \$0.00     | \$0.00                 | \$626.00                           | \$0.00                 | \$626.00        |
| Total - Income                                | \$0.00                           | \$97,272.42 | \$7,615.50 | \$66,315.00            | \$214,869.98                       | \$105,706.69           | \$394,507.17    |
| 8000 - Cost of Goods Sold                     |                                  |             |            |                        |                                    |                        |                 |
| 8010 - Resale Fuel Expense                    | \$0.00                           | \$0.00      | \$0.00     | \$0.00                 | \$569.85                           | \$0.00                 | \$569.85        |
| 8020 - Ship Store (Resale Inv)                | \$0.00                           | \$0.00      | \$0.00     | \$0.00                 | \$1,801.69                         | \$0.00                 | \$1,801.69      |
| Total - 8000 - Cost of Goods Sold             | \$0.00                           | \$0.00      | \$0.00     | \$0.00                 | \$2,371.54                         | \$0.00                 | \$2,371.54      |
| Expense                                       |                                  |             |            |                        |                                    |                        |                 |
| 7000 - Grants, contracts, & direct assistance | \$0.00                           | \$0.00      | \$0.00     | \$0.00                 | \$0.00                             | \$0.00                 | \$0.00          |
| 7200 - Salaries & related expenses            | \$0.00                           | \$0.00      | \$0.00     | \$38,684.40            | \$129,510.38                       | \$50,212.04            | \$218,406.82    |
| 7300 - Indirect Cost Pool Expense             | \$0.00                           | \$0.00      | \$0.00     | \$7,972.08             | \$26,709.89                        | \$10,304.40            | \$44,986.37     |
| 7500 - Contract/Consultant Services           | \$0.00                           | \$0.00      | \$0.00     | \$0.00                 | \$26,400.01                        | \$5,058.80             | \$31,458.81     |
| 8100 - Non personnel expenses                 | \$200.14                         | \$1,608.33  | \$0.00     | \$1,757.21             | \$34,053.55                        | \$3,580.40             | \$39,391.16     |
| 8200 - Facility & equipment expenses          | \$0.00                           | \$19,574.54 | \$259.36   | \$9,524.24             | \$207,989.39                       | \$29,481.58            | \$247,254.57    |
| 8300 - Travel & meetings expenses             | \$0.00                           | \$0.00      | \$0.00     | \$108.02               | \$6,747.24                         | \$2,644.07             | \$9,499.33      |
| 8400 - Insurance Expense                      | \$0.00                           | \$0.00      | \$0.00     | \$5,823.03             | \$73,627.21                        | \$7,514.03             | \$86,964.27     |
| 8600 - Business expenses                      | \$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          |
| 8800 - In-Kind Expenses                       | \$0.00                           | \$0.00      | \$0.00     | \$0.00                 | \$0.00                             | \$0.00                 | \$0.00          |
| Total - Expense                               | \$200.14                         | \$21,182.87 | \$259.36   | \$63,868.98            | \$505,037.67                       | \$108,795.32           | \$677,961.33    |
| Net Ordinary Income                           | (\$200.14)                       | \$76,089.55 | \$7,356.14 | \$2,446.02             | (\$292,539.23)                     | (\$3,088.63)           | (\$285,825.70)  |
| Other Income and Expenses                     |                                  |             |            |                        |                                    |                        |                 |
| Other Expense                                 |                                  |             |            |                        |                                    |                        |                 |
| 8500 - Other Expense                          | \$0.00                           | \$0.00      | \$0.00     | \$2,517.46             | \$24,614.63                        | \$7,805.27             | \$34,937.36     |
| Total - Other Expense                         | \$0.00                           | \$0.00      | \$0.00     | \$2,517.46             | \$24,614.63                        | \$7,805.27             | \$34,937.36     |

LIFT Community Action Agency Inc

Parent - Lift : LIFT Community Action Agency Inc

Credit Card Vendor Totals

Sep 2024

Options: Show Zeros

| NAME                         | AMOUNT (GROSS) |
|------------------------------|----------------|
| CAPITAL ONE                  | \$13,949.46    |
| DAVISON FUELS & OIL, LLC     | \$9,985.25     |
| HOME DEPOT BRC/GECF          | \$5,633.35     |
| OFFICE DEPOT BUSINESS CREDIT | \$2,536.56     |
| TCM BANK NA                  | \$29,947.47    |
| WAL-MART COMMUNITY BRC       | \$4,716.83     |
| Total                        | \$66,768.92    |

LIFT Community Action Agency Inc  
 Parent - Lift : LIFT Community Action Agency Inc  
 Credit Card Report  
 Sep 2024

| Program                     | Facility & equipment expenses            |         |            | Food Expenses                       |                                           |                                 |                 | Grants,<br>contracts, &<br>direct<br>assistance | Non personnel expenses                 |                                     |                                      |                                       |                                   |                                 |
|-----------------------------|------------------------------------------|---------|------------|-------------------------------------|-------------------------------------------|---------------------------------|-----------------|-------------------------------------------------|----------------------------------------|-------------------------------------|--------------------------------------|---------------------------------------|-----------------------------------|---------------------------------|
|                             | FURNITURE, repair/maint for              |         | Total      | Food<br>Nutrition<br>Cost<br>Amount | Non -Food,<br>Nutrition<br>Cost<br>Amount | Other Food<br>Expense<br>Amount | Total<br>Amount |                                                 | Direct Assistance -<br>Other<br>Amount | Events/Meeting<br>Expense<br>Amount | Medical/Dental<br>Supplies<br>Amount | Office/Teaching<br>Supplies<br>Amount | Other/Maint<br>Supplies<br>Amount | Postage &<br>shipping<br>Amount |
|                             | APPLIANCES & EQUIPMENT - NOT CAPITALIZED |         |            |                                     |                                           |                                 |                 |                                                 |                                        |                                     |                                      |                                       |                                   |                                 |
|                             | Amount                                   | Amount  |            |                                     |                                           |                                 |                 |                                                 |                                        |                                     |                                      |                                       |                                   |                                 |
| Administration              |                                          |         | \$0.00     |                                     |                                           | \$507.80                        | \$507.80        |                                                 | \$112.82                               |                                     |                                      |                                       | \$2,210.94                        |                                 |
| Apartments                  |                                          |         | \$0.00     |                                     |                                           |                                 | \$0.00          |                                                 |                                        |                                     |                                      |                                       |                                   |                                 |
| Early Head Start Child Care |                                          |         | \$0.00     |                                     |                                           | \$41.76                         | \$41.76         |                                                 |                                        |                                     | \$20.20                              |                                       |                                   |                                 |
| Early Learning Centers      |                                          |         | \$0.00     |                                     | \$26.19                                   | \$436.77                        | \$462.96        |                                                 |                                        |                                     | \$1,375.81                           |                                       |                                   |                                 |
| Head Start                  |                                          |         | \$0.00     | \$72.71                             | \$1,771.25                                | \$209.86                        | \$2,053.82      |                                                 | \$241.56                               | (\$28.26)                           | \$4,315.64                           | \$651.33                              |                                   |                                 |
| Housing                     |                                          |         | \$0.00     |                                     |                                           |                                 | \$0.00          |                                                 |                                        |                                     | \$20.94                              |                                       |                                   |                                 |
| State Park Operations       | \$7,372.04                               | \$28.60 | \$7,400.64 |                                     |                                           |                                 | \$0.00          |                                                 |                                        |                                     |                                      |                                       |                                   |                                 |
| TMA                         |                                          |         | \$0.00     |                                     |                                           |                                 | \$0.00          |                                                 |                                        |                                     | \$2,536.56                           |                                       |                                   |                                 |
| TRANSIT                     |                                          |         | \$0.00     |                                     |                                           |                                 | \$0.00          |                                                 |                                        |                                     |                                      |                                       |                                   |                                 |
| Tri-CORPS                   |                                          |         | \$0.00     |                                     |                                           |                                 | \$0.00          |                                                 |                                        |                                     |                                      |                                       |                                   |                                 |
| Weatherization              |                                          |         | \$0.00     |                                     |                                           |                                 | \$0.00          |                                                 |                                        |                                     |                                      |                                       |                                   |                                 |
| WRO                         |                                          |         | \$0.00     |                                     | \$27.50                                   | \$825.74                        | \$853.24        |                                                 | \$550.58                               |                                     |                                      |                                       |                                   | \$844.28                        |
| Youth Build                 |                                          |         | \$0.00     |                                     |                                           |                                 | \$0.00          | \$97.94                                         |                                        |                                     | \$47.64                              |                                       |                                   | \$5.58                          |
| Total                       | \$7,372.04                               | \$28.60 | \$7,400.64 | \$72.71                             | \$1,824.94                                | \$2,021.93                      | \$3,919.58      | \$97.94                                         | \$904.96                               | (\$28.26)                           | \$8,316.79                           | \$2,862.27                            |                                   | \$849.86                        |

| Total                                |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
|--------------------------------------|-----------------------------|--------------|---------------------------------------------|---------------------------------------------|------------------|-----------------------|--------------------|-----------------------|--------------|------------------|-------------------------|---------------------------|--------------|--------------|
| Travel & meetings expenses           |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Other Expense                        |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Computer & Software Related Expenses |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Advertising & Community Sponsorships |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Fees/Dues                            |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Other Expenses                       |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Recognition                          |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Training & TTA                       |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Total                                |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Fuel Cost                            |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Non Reimb Travel                     |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Out of Area Travel                   |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Total                                |                             |              |                                             |                                             |                  |                       |                    |                       |              |                  |                         |                           |              |              |
| Printing & copying Amount            | Telephone & Internet Amount | Total Amount | Advertising & Community Sponsorships Amount | Computer & Software Related Expenses Amount | Fees/Dues Amount | Other Expenses Amount | Recognition Amount | Training & TTA Amount | Total Amount | Fuel Cost Amount | Non Reimb Travel Amount | Out of Area Travel Amount | Total Amount | Total Amount |
|                                      |                             | \$2,323.76   |                                             | \$73.65                                     | \$1,281.00       |                       | \$69.23            | \$699.00              | \$2,122.88   |                  |                         | \$5,175.87                | \$5,175.87   | \$10,130.31  |
|                                      |                             | \$0.00       |                                             |                                             | \$182.68         |                       |                    |                       | \$182.68     | \$115.52         |                         |                           | \$115.52     | \$298.20     |
|                                      |                             | \$20.20      |                                             |                                             |                  |                       |                    | \$20.00               | \$20.00      | \$162.21         |                         | \$115.28                  | \$277.49     | \$359.45     |
|                                      |                             | \$1,375.81   |                                             |                                             | \$54.25          |                       |                    | \$20.00               | \$74.25      |                  |                         |                           | \$0.00       | \$1,913.02   |
|                                      |                             | \$5,180.27   |                                             | \$19.99                                     | \$271.25         |                       |                    | \$425.00              | \$716.24     | \$367.72         |                         | \$261.33                  | \$629.05     | \$8,579.38   |
|                                      |                             | \$20.94      |                                             |                                             | \$25.00          |                       |                    | (\$250.00)            | (\$225.00)   | \$1,828.26       |                         |                           | \$1,828.26   | \$1,624.20   |
|                                      | \$150.00                    | \$150.00     |                                             |                                             |                  | \$195.66              |                    |                       | \$195.66     | \$545.62         |                         |                           | \$545.62     | \$8,291.92   |
|                                      |                             | \$2,536.56   |                                             | \$19.99                                     |                  |                       |                    |                       | \$19.99      |                  | \$2,430.15              | \$6,719.60                | \$9,149.75   | \$11,706.30  |
|                                      | \$146.98                    | \$146.98     |                                             |                                             | \$20.00          |                       |                    |                       | \$20.00      | \$6,728.26       |                         |                           | \$6,728.26   | \$6,895.24   |
| \$46.50                              |                             | \$46.50      |                                             |                                             |                  |                       |                    |                       | \$0.00       |                  |                         |                           | \$0.00       | \$46.50      |
|                                      |                             | \$0.00       |                                             |                                             |                  |                       |                    |                       | \$0.00       | \$79.65          |                         |                           | \$79.65      | \$79.65      |
|                                      |                             | \$1,394.86   | \$937.00                                    | \$30.00                                     | \$178.21         | \$1,326.13            |                    |                       | \$2,471.34   |                  |                         |                           | \$0.00       | \$4,719.44   |
|                                      |                             | \$53.22      | \$557.08                                    |                                             |                  |                       |                    | \$944.59              | \$1,501.67   | \$138.01         |                         | \$4,701.12                | \$4,839.13   | \$6,491.96   |
| \$46.50                              | \$296.98                    | \$13,249.10  | \$1,494.08                                  | \$143.63                                    | \$2,012.39       | \$1,521.79            | \$69.23            | \$1,858.59            | \$7,099.71   | \$9,965.25       | \$2,430.15              | \$16,973.20               | \$29,368.60  | \$61,135.57  |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**  
**Options: Activity Only**

MS 23-24

| FINANCIAL ROW                                           | BUDGET AMOUNT         | AMOUNT EXPENDED       | BUDGET BALANCE        | % OF BUDGET      |
|---------------------------------------------------------|-----------------------|-----------------------|-----------------------|------------------|
| <b>Ordinary Income/Expense</b>                          |                       |                       |                       |                  |
| <b>Income</b>                                           |                       |                       |                       |                  |
| 4100 - Inkind Revenue                                   | \$684,597.00          | \$405,239.25          | \$279,357.75          | 59.19%           |
| 4200 - Miscellaneous Revenue                            | \$0.00                | \$7,924.80            | (\$7,924.80)          | 0.00%            |
| 4500 - Federal Revenue                                  | \$3,510,751.00        | \$3,205,652.00        | \$305,099.00          | 91.31%           |
| <b>Total - Income</b>                                   | <b>\$4,195,348.00</b> | <b>\$3,618,816.05</b> | <b>\$576,531.95</b>   | <b>86.26%</b>    |
| <b>Gross Profit</b>                                     | <b>\$4,195,348.00</b> | <b>\$3,618,816.05</b> | <b>\$576,531.95</b>   | <b>86.26%</b>    |
| <b>Expense</b>                                          |                       |                       |                       |                  |
| <b>7200 - Salaries &amp; related expenses</b>           |                       |                       |                       |                  |
| 7220 - Salaries & wages - other                         | \$2,038,720.00        | \$1,652,695.45        | \$386,024.55          | 81.07%           |
| 7230 - Pension plan contributions                       | \$202,000.00          | \$119,129.30          | \$82,870.70           | 58.97%           |
| 7240 - Employee benefits - not pension                  | \$273,476.00          | \$259,761.25          | \$13,714.75           | 94.99%           |
| 7250 - Payroll taxes, etc.                              | \$215,533.00          | \$133,379.22          | \$82,153.78           | 61.88%           |
| <b>Total - 7200 - Salaries &amp; related expenses</b>   | <b>\$2,729,729.00</b> | <b>\$2,164,965.22</b> | <b>\$564,763.78</b>   | <b>79.31%</b>    |
| <b>7300 - Indirect Cost Pool Expense</b>                | <b>\$536,183.00</b>   | <b>\$435,457.88</b>   | <b>\$100,725.12</b>   | <b>81.21%</b>    |
| <b>7500 - Contract/Consultant Services</b>              | <b>\$46,700.00</b>    | <b>\$39,959.00</b>    | <b>\$6,741.00</b>     | <b>85.57%</b>    |
| <b>8100 - Non personnel expenses</b>                    |                       |                       |                       |                  |
| 8110 - Office/Teaching Supplies                         | \$13,250.00           | \$123,197.44          | (\$109,947.44)        | 929.79%          |
| 8120 - Other/Maint Supplies                             | \$0.00                | \$18,134.25           | (\$18,134.25)         | 0.00%            |
| 8130 - Telephone & Internet                             | \$0.00                | \$43,263.32           | (\$43,263.32)         | 0.00%            |
| 8140 - Postage & shipping                               | \$0.00                | \$694.18              | (\$694.18)            | 0.00%            |
| 8150 - Medical/Dental Supplies                          | \$0.00                | \$17,239.46           | (\$17,239.46)         | 0.00%            |
| 8160 - Events/Meeting Expense                           | \$0.00                | \$113.90              | (\$113.90)            | 0.00%            |
| 8170 - Printing & copying                               | \$0.00                | \$11,367.03           | (\$11,367.03)         | 0.00%            |
| 8180 - Fatherhood                                       | \$1,000.00            | \$0.00                | \$1,000.00            | 0.00%            |
| <b>Total - 8100 - Non personnel expenses</b>            | <b>\$14,250.00</b>    | <b>\$214,009.58</b>   | <b>(\$199,759.58)</b> | <b>1,501.82%</b> |
| <b>8200 - Facility &amp; equipment expenses</b>         |                       |                       |                       |                  |
| 8210 - Space Lease                                      | \$0.00                | \$3,023.52            | (\$3,023.52)          | 0.00%            |
| 8220 - Electric                                         | \$35,000.00           | \$36,478.92           | (\$1,478.92)          | 104.23%          |
| 8225 - Water                                            | \$0.00                | \$3,655.64            | (\$3,655.64)          | 0.00%            |
| 8230 - Trash                                            | \$0.00                | \$8,465.50            | (\$8,465.50)          | 0.00%            |
| 8235 - Sewer                                            | \$0.00                | \$2,880.62            | (\$2,880.62)          | 0.00%            |
| 8240 - Natural Gas                                      | \$0.00                | \$2,134.70            | (\$2,134.70)          | 0.00%            |
| 8250 - Equip & Over \$5000.00 (Inv Items)               | \$0.00                | \$5,057.86            | (\$5,057.86)          | 0.00%            |
| 8260 - Repair/Maint for Building/Equip                  | \$14,208.00           | \$92,070.75           | (\$77,862.75)         | 648.02%          |
| <b>Total - 8200 - Facility &amp; equipment expenses</b> | <b>\$49,208.00</b>    | <b>\$153,767.51</b>   | <b>(\$104,559.51)</b> | <b>312.48%</b>   |
| <b>8300 - Travel &amp; meetings expenses</b>            | <b>\$20,400.00</b>    | <b>\$40,571.14</b>    | <b>(\$20,171.14)</b>  | <b>198.88%</b>   |
| 8400 - Insurance Expense                                | \$23,500.00           | \$76,352.55           | (\$52,852.55)         | 324.90%          |
| <b>8700 - Food Expenses</b>                             | <b>\$46,800.00</b>    | <b>\$146,278.94</b>   | <b>(\$99,478.94)</b>  | <b>312.56%</b>   |
| <b>8800 - In-Kind Expenses</b>                          | <b>\$684,597.00</b>   | <b>\$405,239.25</b>   | <b>\$279,357.75</b>   | <b>59.19%</b>    |
| <b>Total - Expense</b>                                  | <b>\$4,151,367.00</b> | <b>\$3,676,601.07</b> | <b>\$474,765.93</b>   | <b>88.56%</b>    |
| <b>Other Income and Expenses</b>                        |                       |                       |                       |                  |
| <b>Other Expense</b>                                    |                       |                       |                       |                  |
| <b>8500 - Other Expense</b>                             |                       |                       |                       |                  |
| 8520 - Recognition                                      | \$0.00                | \$2,455.85            | (\$2,455.85)          | 0.00%            |
| 8530 - Fees/Dues                                        | \$865.00              | \$16,675.75           | (\$15,810.75)         | 1,927.83%        |
| 8540 - Training & TTA                                   | \$39,956.00           | \$49,425.37           | (\$9,469.37)          | 123.70%          |
| 8560 - Computer & Software Related Expenses             | \$0.00                | \$41,250.71           | (\$41,250.71)         | 0.00%            |
| 8570 - Advertising & Community Sponsorships             | \$2,160.00            | \$17,037.89           | (\$14,877.89)         | 788.79%          |
| 8590 - Other Expenses                                   | \$1,000.00            | \$832.45              | \$167.55              | 83.25%           |
| <b>Total - 8500 - Other Expense</b>                     | <b>\$43,981.00</b>    | <b>\$127,678.02</b>   | <b>(\$83,697.02)</b>  | <b>290.30%</b>   |
| <b>Total - Other Expense</b>                            | <b>\$43,981.00</b>    | <b>\$127,678.02</b>   | <b>(\$83,697.02)</b>  | <b>290.30%</b>   |
| <b>Net Income</b>                                       | <b>\$0.00</b>         | <b>(\$185,463.04)</b> | <b>\$185,463.04</b>   | <b>0.00%</b>     |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**  
**Options: Activity Only**

EHS 23-24

| FINANCIAL ROW                                           | BUDGET AMOUNT         | AMOUNT EXPENDED      | BUDGET BALANCE       | % OF BUDGET    |
|---------------------------------------------------------|-----------------------|----------------------|----------------------|----------------|
| <b>Ordinary Income/Expense</b>                          |                       |                      |                      |                |
| <b>Income</b>                                           |                       |                      |                      |                |
| 4100 - Inkind Revenue                                   | \$193,091.00          | \$46,314.90          | \$146,776.10         | 23.99%         |
| 4500 - Federal Revenue                                  | \$999,189.00          | \$773,220.00         | \$225,969.00         | 77.38%         |
| <b>Total - Income</b>                                   | <b>\$1,192,280.00</b> | <b>\$819,534.90</b>  | <b>\$372,745.10</b>  | <b>68.74%</b>  |
| <b>Gross Profit</b>                                     | <b>\$1,192,280.00</b> | <b>\$819,534.90</b>  | <b>\$372,745.10</b>  | <b>68.74%</b>  |
| <b>Expense</b>                                          |                       |                      |                      |                |
| <b>7200 - Salaries &amp; related expenses</b>           |                       |                      |                      |                |
| 7220 - Salaries & wages - other                         | \$512,515.00          | \$396,299.97         | \$116,215.03         | 77.32%         |
| 7230 - Pension plan contributions                       | \$50,593.00           | \$23,898.72          | \$26,694.28          | 47.24%         |
| 7240 - Employee benefits - not pension                  | \$68,696.00           | \$61,597.15          | \$7,098.85           | 89.67%         |
| 7250 - Payroll taxes, etc.                              | \$53,984.00           | \$32,031.98          | \$21,952.02          | 59.34%         |
| <b>Total - 7200 - Salaries &amp; related expenses</b>   | <b>\$685,788.00</b>   | <b>\$513,827.82</b>  | <b>\$171,960.18</b>  | <b>74.93%</b>  |
| <b>7300 - Indirect Cost Pool Expense</b>                | <b>\$134,791.00</b>   | <b>\$100,843.56</b>  | <b>\$33,947.44</b>   | <b>74.81%</b>  |
| <b>7500 - Contract/Consultant Services</b>              | <b>\$2,500.00</b>     | <b>\$8,456.30</b>    | <b>(\$5,956.30)</b>  | <b>338.25%</b> |
| <b>8100 - Non personnel expenses</b>                    |                       |                      |                      |                |
| 8110 - Office/Teaching Supplies                         | \$34,340.00           | \$44,878.50          | (\$10,538.50)        | 130.69%        |
| 8120 - Other/Maint Supplies                             | \$0.00                | \$3,550.62           | (\$3,550.62)         | 0.00%          |
| 8130 - Telephone & Internet                             | \$0.00                | \$5,556.39           | (\$5,556.39)         | 0.00%          |
| 8140 - Postage & shipping                               | \$0.00                | \$133.36             | (\$133.36)           | 0.00%          |
| 8150 - Medical/Dental Supplies                          | \$0.00                | \$3,772.85           | (\$3,772.85)         | 0.00%          |
| 8160 - Events/Meeting Expense                           | \$0.00                | \$583.62             | (\$583.62)           | 0.00%          |
| 8170 - Printing & copying                               | \$0.00                | \$2,424.14           | (\$2,424.14)         | 0.00%          |
| 8180 - Fatherhood                                       | \$2,500.00            | \$0.00               | \$2,500.00           | 0.00%          |
| <b>Total - 8100 - Non personnel expenses</b>            | <b>\$36,840.00</b>    | <b>\$60,899.48</b>   | <b>(\$24,059.48)</b> | <b>165.31%</b> |
| <b>8200 - Facility &amp; equipment expenses</b>         |                       |                      |                      |                |
| 8210 - Space Lease                                      | \$0.00                | \$185.01             | (\$185.01)           | 0.00%          |
| 8220 - Electric                                         | \$25,500.00           | \$11,457.76          | \$14,042.24          | 44.93%         |
| 8225 - Water                                            | \$0.00                | \$1,436.92           | (\$1,436.92)         | 0.00%          |
| 8230 - Trash                                            | \$0.00                | \$1,744.18           | (\$1,744.18)         | 0.00%          |
| 8235 - Sewer                                            | \$0.00                | \$845.84             | (\$845.84)           | 0.00%          |
| 8240 - Natural Gas                                      | \$0.00                | \$1,106.08           | (\$1,106.08)         | 0.00%          |
| 8250 - Equip & Over \$5000.00 (Inv Items)               | \$0.00                | \$1,084.33           | (\$1,084.33)         | 0.00%          |
| 8260 - Repair/Maint for Building/Equip                  | \$27,000.00           | \$14,393.31          | \$12,606.69          | 53.31%         |
| <b>Total - 8200 - Facility &amp; equipment expenses</b> | <b>\$52,500.00</b>    | <b>\$32,253.43</b>   | <b>\$20,246.57</b>   | <b>61.44%</b>  |
| <b>8300 - Travel &amp; meetings expenses</b>            | <b>\$39,000.00</b>    | <b>\$5,251.87</b>    | <b>\$33,748.13</b>   | <b>13.47%</b>  |
| 8400 - Insurance Expense                                | \$13,500.00           | \$21,381.26          | (\$7,881.26)         | 158.38%        |
| <b>8700 - Food Expenses</b>                             | <b>\$22,070.00</b>    | <b>\$36,085.63</b>   | <b>(\$14,015.63)</b> | <b>163.51%</b> |
| <b>8800 - In-Kind Expenses</b>                          | <b>\$0.00</b>         | <b>\$46,314.90</b>   | <b>(\$46,314.90)</b> | <b>0.00%</b>   |
| <b>Total - Expense</b>                                  | <b>\$986,989.00</b>   | <b>\$825,314.25</b>  | <b>\$161,674.75</b>  | <b>83.62%</b>  |
| <b>Other Income and Expenses</b>                        |                       |                      |                      |                |
| <b>Other Expense</b>                                    |                       |                      |                      |                |
| <b>8500 - Other Expense</b>                             |                       |                      |                      |                |
| 8520 - Recognition                                      | \$0.00                | \$417.35             | (\$417.35)           | 0.00%          |
| 8530 - Fees/Dues                                        | \$0.00                | \$5,196.49           | (\$5,196.49)         | 0.00%          |
| 8540 - Training & TTA                                   | \$19,304.00           | \$19,858.25          | (\$554.25)           | 102.87%        |
| 8560 - Computer & Software Related Expenses             | \$0.00                | \$7,609.62           | (\$7,609.62)         | 0.00%          |
| 8570 - Advertising & Community Sponsorships             | \$2,000.00            | \$4,954.54           | (\$2,954.54)         | 247.73%        |
| 8590 - Other Expenses                                   | \$21,496.00           | \$26.27              | \$21,469.73          | 0.12%          |
| <b>Total - 8500 - Other Expense</b>                     | <b>\$42,800.00</b>    | <b>\$38,062.52</b>   | <b>\$4,737.48</b>    | <b>88.93%</b>  |
| <b>Total - Other Expense</b>                            | <b>\$42,800.00</b>    | <b>\$38,062.52</b>   | <b>\$4,737.48</b>    | <b>88.93%</b>  |
| <b>Net Income</b>                                       | <b>\$162,491.00</b>   | <b>(\$43,841.87)</b> | <b>\$206,332.87</b>  | <b>-26.98%</b> |

**LIFT Community Action Agency Inc**  
**Parent - Lift : LIFT Community Action Agency Inc**  
**LIFT | Budget vs. Actual by Grant**  
**From Jan 2022 to Dec 2024**  
**Options: Activity Only**

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| FINANCIAL ROW                                           | BUDGET AMOUNT         | AMOUNT EXPENDED       | BUDGET BALANCE        | % OF BUDGET   |
|---------------------------------------------------------|-----------------------|-----------------------|-----------------------|---------------|
| <b>Ordinary Income/Expense</b>                          |                       |                       |                       |               |
| <b>Income</b>                                           |                       |                       |                       |               |
| 4100 - Inkind Revenue                                   | \$103,115.00          | \$0.00                | \$103,115.00          | 0.00%         |
| 4500 - Federal Revenue                                  | \$2,267,831.00        | \$130,706.00          | \$2,137,125.00        | 5.76%         |
| <b>Total - Income</b>                                   | <b>\$2,370,946.00</b> | <b>\$130,706.00</b>   | <b>\$2,240,240.00</b> | <b>5.51%</b>  |
| <b>Gross Profit</b>                                     | <b>\$2,370,946.00</b> | <b>\$130,706.00</b>   | <b>\$2,240,240.00</b> | <b>5.51%</b>  |
| <b>Expense</b>                                          |                       |                       |                       |               |
| <b>7200 - Salaries &amp; related expenses</b>           |                       |                       |                       |               |
| 7220 - Salaries & wages - other                         | \$487,412.00          | \$71,552.45           | \$415,859.55          | 14.68%        |
| 7230 - Pension plan contributions                       | \$48,741.00           | \$6,238.57            | \$42,502.43           | 12.80%        |
| 7240 - Employee benefits - not pension                  | \$65,279.00           | \$12,617.95           | \$52,661.05           | 19.33%        |
| 7250 - Payroll taxes, etc.                              | \$41,674.00           | \$5,626.67            | \$36,047.33           | 13.50%        |
| <b>Total - 7200 - Salaries &amp; related expenses</b>   | <b>\$643,106.00</b>   | <b>\$96,035.64</b>    | <b>\$547,070.36</b>   | <b>14.93%</b> |
| <b>7300 - Indirect Cost Pool Expense</b>                | <b>\$128,189.00</b>   | <b>\$18,897.71</b>    | <b>\$109,291.29</b>   | <b>14.74%</b> |
| <b>7500 - Contract/Consultant Services</b>              | <b>\$1,054,076.00</b> | <b>\$82,237.27</b>    | <b>\$971,838.73</b>   | <b>7.80%</b>  |
| <b>8100 - Non personnel expenses</b>                    |                       |                       |                       |               |
| 8110 - Office/Teaching Supplies                         | \$56,000.00           | \$10,021.82           | \$45,978.18           | 17.90%        |
| 8120 - Other/Maint Supplies                             | \$0.00                | \$1,692.46            | (\$1,692.46)          | 0.00%         |
| 8130 - Telephone & Internet                             | \$9,000.00            | \$451.91              | \$8,548.09            | 5.02%         |
| 8140 - Postage & shipping                               | \$1,000.00            | \$15.37               | \$984.63              | 1.54%         |
| 8150 - Medical/Dental Supplies                          | \$2,000.00            | \$90.17               | \$1,909.83            | 4.51%         |
| 8170 - Printing & copying                               | \$7,000.00            | \$117.55              | \$6,882.45            | 1.68%         |
| 8180 - Fatherhood                                       | \$2,000.00            | \$0.00                | \$2,000.00            | 0.00%         |
| <b>Total - 8100 - Non personnel expenses</b>            | <b>\$77,000.00</b>    | <b>\$12,389.28</b>    | <b>\$64,610.72</b>    | <b>16.09%</b> |
| <b>8200 - Facility &amp; equipment expenses</b>         |                       |                       |                       |               |
| 8210 - Space Lease                                      | \$0.00                | \$110.20              | (\$110.20)            | 0.00%         |
| 8220 - Electric                                         | \$4,400.00            | \$797.57              | \$3,602.43            | 18.13%        |
| 8225 - Water                                            | \$400.00              | \$43.24               | \$356.76              | 10.81%        |
| 8230 - Trash                                            | \$100.00              | \$0.00                | \$100.00              | 0.00%         |
| 8235 - Sewer                                            | \$400.00              | \$28.68               | \$371.32              | 7.17%         |
| 8240 - Natural Gas                                      | \$100.00              | \$15.20               | \$84.80               | 15.20%        |
| 8260 - Repair/Maint for Building/Equip                  | \$45,000.00           | \$1,362.74            | \$43,637.26           | 3.03%         |
| <b>Total - 8200 - Facility &amp; equipment expenses</b> | <b>\$50,400.00</b>    | <b>\$2,357.63</b>     | <b>\$48,042.37</b>    | <b>4.68%</b>  |
| <b>8300 - Travel &amp; meetings expenses</b>            | <b>\$17,500.00</b>    | <b>\$1,672.38</b>     | <b>\$15,827.62</b>    | <b>9.56%</b>  |
| 8400 - Insurance Expense                                | \$6,000.00            | \$0.00                | \$6,000.00            | 0.00%         |
| <b>8700 - Food Expenses</b>                             | <b>\$6,000.00</b>     | <b>\$0.00</b>         | <b>\$6,000.00</b>     | <b>0.00%</b>  |
| <b>8800 - In-Kind Expenses</b>                          | <b>\$103,115.00</b>   | <b>\$0.00</b>         | <b>\$103,115.00</b>   | <b>0.00%</b>  |
| <b>Total - Expense</b>                                  | <b>\$2,085,386.00</b> | <b>\$213,589.91</b>   | <b>\$1,871,796.09</b> | <b>10.24%</b> |
| <b>Other Income and Expenses</b>                        |                       |                       |                       |               |
| <b>Other Expense</b>                                    |                       |                       |                       |               |
| <b>8500 - Other Expense</b>                             |                       |                       |                       |               |
| 8520 - Recognition                                      | \$9,150.00            | \$0.00                | \$9,150.00            | 0.00%         |
| 8530 - Fees/Dues                                        | \$1,500.00            | \$105.51              | \$1,394.49            | 7.03%         |
| 8540 - Training & TTA                                   | \$42,863.00           | \$277.13              | \$42,585.87           | 0.65%         |
| 8560 - Computer & Software Related Expenses             | \$26,000.00           | \$0.00                | \$26,000.00           | 0.00%         |
| 8570 - Advertising & Community Sponsorships             | \$7,000.00            | \$2,773.62            | \$4,226.38            | 39.62%        |
| 8590 - Other Expenses                                   | \$3,000.00            | \$0.00                | \$3,000.00            | 0.00%         |
| 8595 - Subsidy Expense                                  | \$196,047.00          | \$26,508.50           | \$169,538.50          | 13.52%        |
| <b>Total - 8500 - Other Expense</b>                     | <b>\$285,560.00</b>   | <b>\$29,664.76</b>    | <b>\$255,895.24</b>   | <b>10.39%</b> |
| <b>Total - Other Expense</b>                            | <b>\$285,560.00</b>   | <b>\$29,664.76</b>    | <b>\$255,895.24</b>   | <b>10.39%</b> |
| <b>Net Income</b>                                       | <b>\$0.00</b>         | <b>(\$112,548.67)</b> | <b>\$112,548.67</b>   | <b>0.00%</b>  |

## Community Event Grant Application

|                                                                                              |                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Organization Name</b>                                                                     | LIFT Community Action Agency                                                                                                                                                                                                                                                                              |
| <b>Project Name <i>(if applicable)</i></b>                                                   | LIFT Family Resource Center                                                                                                                                                                                                                                                                               |
| <b>Contact Person and Title</b>                                                              | Ashley Gaddy, Outreach Specialist<br>Sheree Ensley, Fiscal Officer                                                                                                                                                                                                                                        |
| <b>Contact Phone</b>                                                                         | 5803267581-Ashley 580-326-3351-Sheree                                                                                                                                                                                                                                                                     |
| <b>Contact Email</b>                                                                         | ashley.gaddy@liftca.org                                                                                                                                                                                                                                                                                   |
| <b>Brief description of the event and how it supports the Know and Grow Initiative</b>       | The LIFT Family Resource Center Kick-off Event supported the project by introducing the FRC and the Know and Grow Oklahoma initiative to key community partners/officials/representatives/parents. It was our official launch of our Family Resource Center and opening up our services to the community. |
| <b>Event Details:</b><br><br><b>Date, time, location, description of those in attendance</b> | LIFT Head Start Administration Office<br>September 25, 2024<br>9:30-11:00<br><br>We had Community partners, officials, representatives, parents and other organizations attend our Family Resource Center Kick-off event.                                                                                 |

|                                        |                                                                                                                                 |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| <b>Desired outcomes for the event:</b> | Bring awareness of our new LIFT Family Resource Center, the services we will provide and the Know and Grow Oklahoma initiative. |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|

## Budget

|                     |                 |
|---------------------|-----------------|
| <b>Event Budget</b> | <b>\$500.00</b> |
|                     |                 |
|                     |                 |
|                     |                 |
|                     |                 |

Documents Required: (please attach)

Receipts for purchases

Sign-in sheet for the event

|                      |                                                                                                             |
|----------------------|-------------------------------------------------------------------------------------------------------------|
| Funding Opportunity: | Contract for Transportation Services for TANF and WorkReady Oklahoma Participants and their minor children. |
| Funding Entity:      | Oklahoma Department of Human Services                                                                       |
| Bid Amount:          | \$1,385,224 (4 years and 8 months)                                                                          |
| Due Date:            | October 9, 2024                                                                                             |

The Oklahoma Department of Human Services (OKDHS) released a solicitation to receive proposals from Suppliers to provide a transportation service for Temporary Assistance for Needy Families (TANF) participants and Work Ready participants with a minor child in Oklahoma counties to designated training, educational, or work sites in surrounding areas.

Successful bidders will be provided a referral process from OKDHS that will include participants case number, individual being referred, location to and from their scheduled work activities and the number of children riding to childcare. TANF participants will be eligible to continue to use this service while they continue to be a TANF participant. Transportation services will be discontinued if the individual drops out of the program, transportation services are no longer needed, two months after the participant case goes to Continued Medical benefits.

The Transportation for Work Ready Oklahoma participants will include transporting them to job orientation, job search, or any prerequisite for employment, activities that are deemed necessary for participant for employment and one month to individuals' employment if the individual is lacking their own for a period not to exceed one month.

Additionally, participants can be transported to activities such as substance abuse treatment, mental health treatment, and job search if it is included in the client's TANF Work/Personal Responsibility Agreement.

Eligible Participants for each component is as follows:

- TANF participants include TANF applicants, TANF recipients, and those receiving Continued Medical Benefits.
- Work Ready participants includes any Work Ready participant with minor child.

LIFT Community Action Agency, Inc. is requesting the Board's approval to submit a bid for this 5-year (4 years and 8 months) contract in the amount of \$1,385,224 to the Oklahoma Department of Human Services. If awarded, this contract would begin October/November of 2024 with annual renewal timeframes of July 1 through June 30<sup>th</sup> and a contract end date of June 30, 2029. The proposed service will include the entirety of Choctaw, McCurtain and Pushmataha counties which, collectively, covers more than 4,000 square miles.

**Funding Entity:** Walmart Spark Good Local Grant Program  
**Walmart Facility:** Hugo Store #49  
**Amount Requested:** \$5000  
**Application Due Date:** October 15, 2024

LIFT CAA's Retired and Senior Volunteer Program is seeking the Board's approval to submit an application to the WalMart facility located in Hugo, Oklahoma for the "Walmart Spark Good Local Grant Program." Through this opportunity, RSVP is requesting a local grant in the amount of \$5,000 for funding to support match requirements for the RSVP program.

Local Grant amounts range from \$250 to the maximum grant of \$5,000. There are three opportunities throughout the year to make an application for local funding. The deadline to apply for this cycle is October 15, 2024.

#### **Eligible Entities/Use of funds**

- Funds must benefit the facility's service area:
- Organizations applying must meet one of following criteria:
  - An organization holding a current tax-exempt status as a public charity under Section 501(c)(3) of the Internal Revenue Code, listed on the IRS Master File and conducting activities within the United States, classified as a public charity under Section 509(a)(1), (2) or (3) (Types I or II); and Deed verified.
  - A recognized government entity: state, county or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes and Deed verified.
  - A K-12 public or nonprofit private school, charter school, community/junior college, state/private college or university; or a church or other faith-based organization with a proposed project that benefits the community at large, such as food pantries, soup kitchens and clothing closets and Deed verified.

If selected for an award, the RSVP program will utilize funds for events such as the end of year Volunteer Recognition Event, supplies, travel and other expenses for carrying out the RSVP Program. Funds may also be used for aiding volunteers in their work to meet the needs of the communities in which they serve.

|                      |                                                               |
|----------------------|---------------------------------------------------------------|
| Funding Entity:      | Oklahoma Housing Finance Agency                               |
| Funding Opportunity: | HOME Rental and CHDO Operating                                |
| Funding Amount:      | \$704,586 (\$654,586 HOME Rental and \$50,000 CHDO Operating) |
| Due Date:            | November 15, 2024                                             |

The HOME Investment Partnerships Program (HOME), funded through the U.S. Department of Housing and Urban Development provides formula grants to states and localities to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. HOME is the largest federal block grant to state and local governments designed exclusively to create affordable housing for low-income households. HOME funds are awarded annually as formula grants to participating jurisdictions (PJs). For the State of Oklahoma, the Oklahoma Housing Finance Agency (OHFA) is the participating jurisdiction.

LIFT CAA is requesting the Board's approval to submit an application to OHFA for \$704,586. Of this amount, \$654,586 will be used for construction (hard and soft costs) to construct one duplex apartment building in Hugo, Oklahoma. These units will be for households of low-income.

In addition, because LIFT CAA is a Community Housing Development Organization (CHDO) and the proposed activity of rental new construction is a CHDO eligible activity, if awarded the HOME rental request, LIFT CAA will be eligible for an additional \$50,000 in Community Housing Development Organization (CHDO) operating funds. CHDOs are eligible for set-aside funding from the U.S. Department of Housing and Urban Development's HOME Program. In order to use CHDO set-aside funds, CHDOs must be certified as owners, developers, or sponsors of HOME-assisted affordable housing.

This application is due on November 15, 2024 and award decisions will be made in January of 2025. If awarded, LIFT CAA expects to complete the construction of these units by December of 2027.

LIFT Transit5339 Funding Summary

The 5339 funding is allotted to ODOT by FTA for disbursement to eligible public transit systems within the state. ODOT will disburse this to eligible systems who submit a completed application by the required deadline of October 17, 2024 for purchase of replacement vehicles. The amount allocated to each system will be based on performance criteria as determined by ODOT. Each participating transit system must provide 15% local match funds for the federal dollars allotted. The following is a summary of what we propose to buy. Our application will be submitted by the required deadline.

Total Federal funds allocated to LIFT Transit = **\$391,023.00**

LIFT Transit local match= **\$69,004.00**

Total federal funds and local share match funds will be utilized to purchase:

(4) ADA 7 passenger center aisle buses

These vehicles will replace high mileage units in the existing active fleet which are approaching or have exceeded 200,000 odometer miles. Once the new units are received and put into service, we will dispose of 4 units with excessive mileages through the Purple Wave auction site.

LIFT Community Action, Inc.

**CSBG-2024-LIFT CAA-00197****Contract Part I: 19394 CSBG 24**

FAIN #: 2401OKCOSR

UEI #: 0

FEI #:

730772321

**CONTRACT - MODIFICATION  
PART I  
SUMMARY AND SIGNATURES**

|                                   |                                                                                                                                                                                                                              |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Contracting Agency:               | Oklahoma Department of Commerce<br>State of Oklahoma (ODOC)                                                                                                                                                                  |
| Contractor:                       | LIFT Community Action Agency, Inc.                                                                                                                                                                                           |
| Contract Title:                   | ODOC Community Services Block Grant                                                                                                                                                                                          |
| Contract Number:                  | 19394 CSBG 24                                                                                                                                                                                                                |
| Federal Amount:                   | \$236,709.00                                                                                                                                                                                                                 |
| Match Amount:                     | \$0                                                                                                                                                                                                                          |
| Contract Amount:                  | \$236,709.00                                                                                                                                                                                                                 |
| Research and Development:         | Not R&D Related                                                                                                                                                                                                              |
| Indirect Cost Rate:               | 28.00                                                                                                                                                                                                                        |
| Grant Award Amount - This Action: | \$236,709.00                                                                                                                                                                                                                 |
| Total Committed:                  | \$236,709.00                                                                                                                                                                                                                 |
| Total Obligated:                  | \$236,709.00                                                                                                                                                                                                                 |
| Source:                           | U.S. Department of Health and Human Services Community Services Block Grant Act of 1981, as amended. (42 USC §§9901, et seq.; P.L. 97-35, Title VI, Subtitle B). Catalog of Federal Domestic Assistance (CFDA) Number 93.569 |
| Project Funding Period:           | January 1, 2024 through September 30, 2025                                                                                                                                                                                   |
| Federal Award Period:             | October 1, 2023 through September 30, 2025                                                                                                                                                                                   |

**Summary of Project**

FY24 Community Service Block Grant

**Budget Summary**

CDBG Funds  
Construction -  
Engineering/Architect -  
Inspection -  
Other -  
Public Facilities Admin -  
Direct Grantee Admin -  
Planning -  
TOTAL CDBG -  
TOTAL LEVERAGE -  
TOTAL FUNDS -

LIFT Community Action, Inc.

**CSBG-2024-LIFT CAA-00197****Contract Part I: 19394 CSBG 24**

|                         |                       |
|-------------------------|-----------------------|
| Submit Requisitions to: | Issue Payment To:     |
| Community Development   | LIFT Community Action |
|                         | Agency, Inc.          |
| Oklahoma Department of  | 209 N 4th St          |
| Commerce                |                       |
| 900 North Stiles        | Hugo, Oklahoma 74743  |
| Oklahoma City, OK       |                       |
| 73104-3234              |                       |
| AGREEMENT               | Part I - Summary and  |
| COMPONENTS:             | Signatures            |

Part II - Terms and  
Conditions  
Certification Regarding  
Lobbying

SPECIAL CONDITIONS:

**SIGNATURES – EXECUTION OF CONTRACT**

The rights and obligations of the parties to this contract are subject to and governed by Part II – Terms and Conditions. To the extent of any inconsistency between the general and the specific, the specific governs.

✓ I certify that I am authorized to sign this document, and any attachments or addendums thereto, and I have read and agree to all parts of the contract.

|                       |                        |
|-----------------------|------------------------|
| Executed by:          | Executed by:           |
| LIFT Community Action | Oklahoma Department of |
| Agency, Inc.          | Commerce               |
| Sheree Ensley         |                        |

|                         |                         |
|-------------------------|-------------------------|
|                         | Marshall Vogts          |
| Signature of Authorized | Signature of Authorized |
| Official                | ODOC Official           |
| 9/9/2024                | 6/9/2024                |
| Date                    | Date                    |



## INTERNATIONAL PAPER FOUNDATION

6420 POPLAR AVENUE  
MEMPHIS TN 38197

P 901-419-9000  
F 901-419-4092

Request ID#: 93515859

Rhonda Teague  
LIFT COMMUNITY ACTION AGENCY INC  
209 N 4th St  
Hugo, OK 74743

Dear Mrs Teague:

Enclosed is a check in the amount of \$2,381.00 from the International Paper Foundation payable to LITTLE DIXIE COMMUNITY ACTION AGENCY INC.

We are happy to help purchase food for at-risk families during the holiday season. We hope that this grant will help make a difference in your community; however, please be sure to adhere to any restrictions provided on the IP Foundation website at [www.ipgiving.com](http://www.ipgiving.com). Please note that a link to an online impact report will be sent twelve (12) months following funding. You will be asked to complete the short report prior to your next funding request.

We extend our best wishes to you for continued success and look forward to hearing about your accomplishments during the year. It is a pleasure to be among your supporters.

Please sign below, scan and return a copy of this document to the email address below.

No goods or services were provided in exchange for this contribution.

A handwritten signature in black ink, appearing to read "A. Shaw".

Dr. Alissa Campbell Shaw  
Executive Director

Enclosure

cc: Lindsey Wright  
Lindsey.Hutchings@ipaper.com  
Valliant, OK

I hereby acknowledge receipt of the check referenced above.

Signature: Sheree Cusley, Fiscal Officer  
Date: 9-16-2024

INTERNATIONAL PAPER FOUNDATION

6400 POPLAR AVE  
MEMPHIS, TN 38197

STATE STREET

P.O. BOX 8600  
BOSTON, MASSACHUSETTS 02266

5-2/110

8/20/2024

PAY TO THE ORDER OF LITTLE DIXIE COMMUNITY ACTION AGENCY INC

\$ \*\*2,381.00

Two Thousand Three Hundred Eighty-One and 00/100\*\*\*\*\* DOLLARS

209 N 4TH ST

HUGO, OK 74743-3809

*Rich L. Simpson*

MEMO [CG8124] to purchase food for at-risk families during

MP

⑆011000028⑆ ⑆89138440⑆ 4683 67

9-16-2024

LIFT Community Action, Inc.

CAAHS-2025-LIFT CAA-00330

**Contract Part I: 19502 SAF/CAA-HS 25****FEI #: 730772321**

CONTRACT  
PART I  
SUMMARY AND SIGNATURES

Contracting Agency: Oklahoma Department of Commerce  
State of Oklahoma (ODOC)  
Contractor: LIFT Community Action Agency, Inc.  
Contract Title:  
Contract Number: 19502 SAF/CAA-HS 25  
Contract Amount: \$91,962.00  
Source: House Bill 2928, Second Session, 59th Oklahoma Legislature (2024)  
Funding Period: July 8, 2024 through June 30, 2025

Submit Requisitions to:  
Community Development  
Oklahoma Department of Commerce  
900 North Stiles  
Oklahoma City, OK 73104-3234

Issue Payment To:  
LIFT Community Action Agency, Inc.  
209 N 4th Street  
Hugo, Oklahoma 74743

**AGREEMENT COMPONENTS:**

Part I - Summary and Signatures  
Part II - Terms and Conditions

**SPECIAL CONDITIONS:****SIGNATURES – EXECUTION OF CONTRACT**

The rights and obligations of the parties to this contract are subject to and governed by Part II – Terms and Conditions. To the extent of any inconsistency between the general and the specific, the specific governs.

✓ I certify that I am authorized to sign this document, and any attachments or addendums thereto, and I have read and agree to all parts of the contract.

Executed by:  
LIFT Community Action Agency, Inc.  
**Sheree Ensley**  
Signature of Authorized Official  
9/20/2024  
Date

Executed by:  
OKLAHOMA DEPARTMENT OF COMMERCE  
**Marshall Vogts**  
Signature of Authorized ODOC Official  
9/23/2024  
Date

**Funding Entity:** Oklahoma Department of Education  
**Funding Opportunity:** Child and Adult Care Food Program Grant  
**Award Amount:** \$1,254,551.25 (Program Operations – \$174,551.25;  
Daycare Home Meal Reimbursement – Up to \$1,080,000)  
**Agency Program:** Child and Adult Care Food Program



## OKLAHOMA STATE DEPARTMENT OF EDUCATION

Welcome JOHNNA YOW

10/1/2024, 3:29:59 PM

Child Nutrition - Child & Adult Care Food Program (CACFP)  
Home Sponsor Business At A Glance Report

[Enter Claims](#)

[Home](#)  
[Rates/Eligibility Scales](#)  
[Resource Library](#)  
[Training Calendar](#)  
[Log Out](#)  
[Privacy Statement](#)

1 of 32 Find | Next

### CACFP Business At A Glance Report

10/1/2024 3:29:52 PM

#### Home Sponsor Fiscal Year: 2025

|                                              |                           |
|----------------------------------------------|---------------------------|
| H-12-01 - LIFT COMMUNITY ACTION AGENCY, INC. | ITIN/EIN: 730772321       |
| PO BOX 697                                   | Start Date: 10/1/2024     |
| HUGO, OK 74743                               | End Date: 9/30/2025       |
| JOHNNA YOW                                   | Date Submitted: 9/30/2024 |
| County: CHOCTAW                              | Date Approved: 10/1/2024  |
| Phone: (580) 326-9332                        |                           |
| Office Staff: LORI BURROUGHS                 |                           |
| App. Status: Approved                        |                           |

LIFT Community Action Agency has operated a Child and Adult Care Food Program (CACFP) since 1984. CACFP is a Federal food program that provides reimbursement funding for serving nutritious meals to enrolled children in licensed family day care homes. LIFT CAA provides the CACFP program in 37 counties in Oklahoma, and is one of the largest sponsors in the state. Through this program, our agency provides daycare home providers with training in nutrition, child development, safety, and sanitation. The program also provides daycare home providers with a reimbursement check based on meals served, up to a maximum of two main meals and one snack per child per day. This ensures that the children in these daycare homes receive nutritious meals. By providing free and low-cost food to child care providers, CACFP helps to ensure that children are well fed, able to concentrate, and ready to learn. As a result, providers in the program are being reimbursed for meals served to more than 3,000 children daily. Because the program works with a large number of daycare home providers, CACFP staff must be diligent and meticulous when it comes to management of the program and reporting. LIFT CAA's CACFP staff conducts reviews and edit checks of day care homes at least three times a year to negate any compliance problems.

With the Board's approval, we are asking to accept the CACFP Grant Award from the Oklahoma Department of Education in the amount of \$1,254,551.25. Of this total, \$174,551.25 will be used for training daycare home providers, site visits to monitor and assist these providers, and other operational budget needs. In addition, up to \$1,080,000 will be used for food reimbursement claims filed by participating daycare home providers.

# LIFT

*Community Action Agency, Inc.*

*Rebecca Reynolds, Executive Director  
David Hawkins, Board Chairman*

## BOARD OF DIRECTORS 2025 MEETING DATES

| DATE              | LOCATION                                | TIME     |
|-------------------|-----------------------------------------|----------|
| January 14, 2025  | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| February 11, 2025 | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| March 11, 2025    | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| April 8, 2025     | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| May 13, 2025      | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| June 10, 2025     | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| July 8, 2025      | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| August 12, 2025   | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| September 9, 2025 | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| October 14, 2025  | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |
| December 9, 2025  | 1005 South 5 <sup>th</sup> St. Hugo, OK | 10:00 AM |

\_\_\_\_\_  
Rebecca (Reynolds) Porter, Executive Director

\_\_\_\_\_  
Date

Filed at the office of the clerk at \_\_\_\_\_ AM/PM on \_\_\_\_\_

Signed: \_\_\_\_\_

County Clerk

\_\_\_\_\_  
Date



209 North 4th Street - Hugo, OK 74743  
www.liftca.org  
Telephone: 580.326.3351 | Fax: 580.326.2305  
TTD/TTY - 711

*This institution is an equal opportunity employer*



## **POLICY COUNCIL OPERATING PROCEDURES**

### **ARTICLE I NAME**

The name of the organization shall be the Head Start/EHS/EHS-CC Policy Council. The principal office of this Council will be located at 400 South “K” Street, Hugo, Oklahoma, 74743.

### **ARTICLE II PURPOSE**

The purpose of this Policy Council is to be responsible for the direction of the Head Start program, including program design and operation, and long- and short-term planning goals and objectives in. Performance Standards 1301.3 – 1301.6 and Appendix 642 (c) (2)

1. Policy Councils and Policy Committees must work in partnership with key management staff and the governing body to develop, review, and approve or disapprove the following policies and procedures 642 (c)(2)(D)(i)-(vii)
  - (i) Activities to support the active involvement of parents in supporting program operations, including policies to ensure that the Head Start agency is responsive to community and parent needs.
  - (ii) Program recruitment, selection, and enrollment priorities.
  - (ii) Applications for funding and amendments to applications for funding for programs under this subchapter, prior to submission of applications described in this clause.
  - iv) Budget planning for program expenditures, including policies for reimbursement and participation in policy council activities.
  - (v) Bylaws for the operation of the policy council.
  - (vi) Program personnel policies and decisions regarding the employment of program staff, consistent with paragraph (1)(E)(iv)(IX), including standards of conduct for program staff, contractors, and volunteers and criteria for the employment and dismissal of program staff.
  - (vii) Developing procedures for how members of the policy council of the Head Start agency will be elected.
  - (viii) Recommendations on the selection of delegate agencies and the service areas for such agencies.
2. Serve as a link to the Parent Committees, grantees, public and private organizations, and the communities they serve.
3. Assist Parent Committees in communicating with parents enrolled in all program options to ensure that they understand their rights, responsibilities, and opportunities in Early Head Start, EHS-CC and Head Start, and to encourage their participation in the program.

4. Assist in recruiting volunteer services from parents, community organizations, and assist in the mobilization of community resources to meet identified needs.

## **ARTICLE III MEMBERSHIP**

### **Section I**

The Policy Council shall consist of at least 51% of parents/guardians of Head Start/EHS/EHS-CC children presently enrolled in the HS/EHS/EHS-CC Program. A parent/guardian will be elected from each Head Start classroom, Early Head Start center and Early Head Start-Child Care Center as a representative of the Policy Council. Community Representatives will include volunteers from the local community: businesses; public or private community, civic, and professional organizations; and others who are familiar with resources and services for low-income children and families, including the parents of formerly enrolled children. Common Community Representatives include: Governing Board members, Representatives with Public School experience, and Department of Health and Human Services representatives.

### **Section II**

In the absence of a quorum, the Executive Committee may convene to take actions on behalf of the Policy Council. Those actions shall be ratified at the next regularly scheduled meeting.

### **Section III**

Policy Council representatives will be elected by their center parent committee at the center level and then elected in September to the Policy Council.

### **Section IV: Term of Office**

Policy Council members shall serve for a term of one (1) year. No member shall serve on Policy Council as a parent member and/or community representative for more than five (5) years.

### **Section V: Voting Right**

Each member of the Policy Council shall have one (1) vote. There shall be no proxy voting for any member. Alternates can vote in the absence of the Policy Council representative.

### **Section VI: Termination of Membership**

A member of the Policy Council can be dismissed by two-thirds (2/3) vote of the Policy council or if he or she is absent from two (2) consecutive meetings without having submitted a legitimate excuse in writing to the Policy Council Chairperson prior to the meeting.

### **Section VII: Resignation**

If a member chooses to resign, he or she shall give a written or verbal statement of resignation.

### **Section VIII: Vacancy**

Any Parent Committee shall elect within thirty (30) days a new parent member to the Policy Council. Standing alternates automatically become Policy Council members whenever there is a vacancy on the Council. If a vacancy occurs from a community representative, the parent members must approve any replacements.

### **Section IX: Nepotism**

In accordance with the Grantee Agency's Personnel Policies and Procedures and Performance Standards, no person can serve as a member of the Policy Council while he/she is employed by the agency or related to an employee of the agency.

### **Section X: Duties**

All members of this Policy Council should attend meetings regularly. Arrive on time for all Policy Council meetings. Actively participate in meetings by reading the agenda prior to the meetings and discussing matters to be considered with other parents in the center he or she represents. Keep informed of the Policy Council purpose, plans and progress. Report back to the Parent Committee in the center he or she represents. Debate the issues and not persons.

### **Section XI: Reimbursement**

Policy Council members will receive reimbursement for mileage paid at the agencies established mileage reimbursement rate and Head Start will pay the cost of children of Policy Council members to attend daycare during Policy Council meetings to ensure parents are able to attend. Other reasonable expenses will be addressed on a case by case basis.

## **ARTICLE IV OFFICERS**

### **Section I**

The Policy Council shall elect a chairperson, vice chairperson and secretary.

### **Section II**

Each officer shall be elected by the full membership of the Head Start/Early Head Start/Early Head Start – Child Care Policy Council once the full Policy Council has been seated and shall serve a term of one (1) year. Officers shall serve from September through September of each year until a new Council is organized.

### **Section III: Removal**

Any officer or member of the Policy Council who fails to perform his or her duties as outlined above can be removed by a simple majority vote of the Council.

### **Section IV: Chairperson**

The chairperson shall perform the following duties:

1. Preside at all meetings
2. Talk no more than necessary when presiding
3. Call meetings to order and formally close them
4. Have an understanding of the Head Start/EHS/EHS-CC Performance Standards and Operating Procedures of the Policy Council
5. Refrain from entering into debates of questions before assembly
6. Extend every courtesy to the discussions of the motions
7. Formally close the meeting

8. Note whether a quorum is present
9. Appoint chairperson for all committees
10. Explain, or designate someone to explain, each motion before it is voted upon, and vote to break a tie.

#### **Section V: Vice-Chairperson**

The vice-chairperson shall perform the following duties:

1. Preside in the absence of chairperson or whenever chairperson temporarily vacates the chair
2. In case of resignation or death of the chairperson, the vice-chairperson shall assume the office until a permanent chairperson is elected.
3. Report monthly to the Policy Council on the activities of the committees on which he or she serves

#### **Section VI: Secretary**

The secretary shall perform the following duties:

1. Review minutes of previous meeting for items of business to be considered, and for Board recommendations to be presented
2. Keep a copy of the Operating Procedures, standing rules, list of members, list of unfinished business and a copy of the agenda
3. Record accurate minutes of each meeting
4. Mail copies of the minutes of the previous meeting to each Policy Council member five(5) days in advance of the next scheduled monthly meeting; confirm that a copy is maintained in the Head Start/EHS/EHS-CC Administrative office

#### **Section VII: Minutes**

1. The secretary of the Policy Council is responsible for written minutes of all regularly scheduled meetings. In the absence of the secretary, the chairperson shall appoint someone to record the meeting.
2. Minutes of all meetings shall be typed and signed by the secretary for the file. Staff will assist in providing this technical assistance.
3. Typed minutes of the previous meetings shall be distributed at least five (5) days prior to the next regularly scheduled meeting to all Policy Council members.

### **ARTICLE V Committees**

#### **Section I**

The Policy Council shall appoint such committees as are necessary to properly conduct its business, including, but not limited to the following: Personnel Committee, Grievance Committee, and special committees, as needed.

#### **Section II**

Standing committees shall include Personnel, Grievance, Finance and Executive. Special committees shall be appointed by the Policy Council chairperson, as needed.

### **Section III**

Executive Committee shall consist of the officers of the Council. The Executive Committee may transact business in the absence of a quorum. In extreme matters, the chairperson may poll the members of the committee by telephone to secure timely decisions on important business.

### **Section IV**

As stipulated in the functions of Chart A, Program Governance, the Policy Council will discuss the Grantee's Personnel Policies and Procedures and make recommendations to the Policy Council prior to the Council approving said personnel policies and procedures. The Personnel Committee will interview and recommend persons to be hired to fill vacancies in the staff with the final selection made by the Executive Director.

### **Section V**

As stipulated in the functions of the Policy Council, the Grievance Committee shall hear grievances from the community and from parents who have followed grievance procedures at the Parent Committee about the program and make recommendations to the Policy Council and Director to resolve these complaints.

### **Section VI**

Special Committees may be appointed by the chairperson or Policy Council as the need arises.

Committee terms of office:

1. A committee member's term of office will be for one (1) year or less. A special committee may be appointed for a shorter or special period of time with Policy Council Committee approval.
2. A Policy Council chairperson shall fill any committee vacancy that may occur.

## **ARTICLE VI Policy Council Meetings**

### **Section I: Regular Meetings**

Regular meetings will be conducted monthly in a location to be decided by the Council. The Executive committee will meet as needed. All Policy Council members will be provided with specific directions to the meeting site.

### **Section II**

Special meetings may be called by the chairperson on an as needed basis or by majority of the Policy Council members.

### **Section III**

Regular meetings shall be held at designated sites or at any agreed to location as determined by a majority of the Policy Council.

**Section IV: Notices of Meetings**

Notice of regular meetings shall be mailed at least five (5) calendar days prior to the date of a regular scheduled meeting.

**Section V**

One third of the members of the Policy Council must be present to constitute a quorum for regular or special meetings to transact business.

**ARTICLE VII  
Amendments**

Proposed amendments shall be submitted to the Policy Council for consideration. Operating procedures shall be amended by a two-third (2/3) vote of the Policy Council.

## **IMPASSE POLICY**

The following policy is developed in order to have a set of procedures should any impasse in decision making is reached by the Governing Board and Policy Council concerning three specific matters.

1. Hiring or dismissing the Head Start/EHS/EHS-CC Director and/or Staff member(s);
2. Preparing request for funds and proposed work programs prior to submission to the Administration for Children and Families (ACF); and
3. Making major changes in budget and work programs while the program is in operation.

Concurrence of the impasse policy procedures must bear the signature of each member of the group.

**Governing Board/Policy Council  
Conflict Resolution/Impasse Procedure**

- A. Impasse occurs when the Grantee Board of Directors proposes one or more of the following and the Policy Council does not approve at a scheduled Policy Council meeting:
1. Establish goals of program and develop ways to meet them within Administration for Children and Families (ACF) Guidelines.
  2. Determine delegate agencies and areas in the community in which Head Start/EHS/EHS-CC programs will operate.
  3. Develop plans to use all available community resources in the program.
  4. Establish criteria for selection of children within applicable laws and ACF guidelines.
  5. Determine the composition of the appropriate Policy Council and the method for setting it up.
  6. Determine what services should be provided from the Central Office.
  7. Determine the Head Start/EHS/EHS-CC personnel policies for grantee agency.
  8. Hire or dismiss the Head Start/EHS/EHS-CC Director and/or any staff member.
  9. Prepare request for funds and proposed work program prior to sending to ACF.
  10. Make major changes in budget and work program while program is in operation.
  11. Make major changes in budget and work program while program is in operation.
  12. Provide information needed for pre-review to ACF.
- B. Impasse occurs when the Policy Council proposes the above mentioned items and the Grantee Board does not agree by the time of the next regularly scheduled Board meeting. The Policy Council is afforded an equal and reciprocal opportunity to initiate all impasse procedures.
- C. Impasse occurs when the Policy Council establishes a method of hearing and resolving community complaints about the program and the Grantee Board does not agree by the time of the next regularly scheduled Policy Council meeting.

### **Preliminary Procedures**

1. After informal discussions, if the Grantee Board believes the Policy Council will not approve a decision and the Grantee Board wish to formalize the approval process, they should notify the Policy Council in writing. The notice shall contain a statement of the reasons in support of the proposed decision or action.
2. Within 10 days after receipt of the notice, the Policy Council shall hold a special meeting for consideration of the Grantee Board proposed decision or action.
3. Immediately after the special meeting, the Policy Council shall notify the Grantee Board in writing of its approval or disapproval of the proposed decision or action. If the notice is of disapproval, it shall contain a statement of the reason.
4. In the event of a disapproval, and if the Grantee Board desires further consideration of the matter, they shall initiate a meeting with the Policy Council for the purpose of attempting to resolve their differences.
5. If, after these efforts, the Grantee Board and Policy Council are unable to reach agreement, a conference committee will be convened consisting of two members from each body for purpose of resolving the differences.
6. If, after these efforts, the Grantee Board and the Policy Council are unable to reach agreement, the proposed decision or action shall not be taken; in that case, the Grantee Board must invoke the arbitration procedures if it is unable to abide by the decision of the Policy Council.

## **Arbitration Procedure**

Where there is impasse between the Grantee Board and the Policy Council, the Grantee Board must require that it be submitted to binding arbitration in accordance with the following rules and procedures:

### **1. Arbitration Panel Composition**

The arbitration shall be conducted by a panel of three (3) arbiters, one to be designated by the Grantee Board, one to be designated by the Policy Council, and the third, who will be the chairperson of the arbitration panel, to be designated by the other two members. The arbiters shall be impartial persons of good reputation and standing in the community and shall not be associated with the Head Start/EHS/EHS-CC program or the Grantee Agency. If the two arbiters first designated are unable to agree upon a third arbiter who will serve within seven (7) days after the designation of the second of them, it is recommended they will request the state or local bar association or the American Arbitration Association to name one of its members who would be willing to serve as chairman. None of the arbiters shall be relatives of any of the parties.

### **2. Notice of Arbitration**

When the Grantee Board decides to submit the impasse to arbitration, it shall notify the Policy Council in writing, that the impasse is to be resolved by binding arbitration. The notice shall include:

- (A) A statement of the issue on which the Grantee Board and the Policy Council are at impasse.
- b. The name and address of the person the Grantee Board has designated as a member of the arbitration panel.
- c. A request that the Policy Council designate a member of the arbitration panel within fourteen (14) days of the receipt of the notice and instruct him/her to communicate immediately with the person designated by the Grantee Board for the purpose of selecting the third member of the panel; and,
- d. The Grantee Board shall send a copy of the notice to the Head Start Regional Office.

### **3. Failure to Designate Arbiter**

Failure by the Policy Council to designate an arbiter within fourteen (14) days of receipt of the Notice of Arbitration shall be a default, and shall be considered to be approval of the Grantee Board proposed action.

4. Preliminary Matters

- a. The Arbitration Panel shall schedule the arbitration hearing within a reasonable time but not more than 20 days after the designation of a third arbiter.
- b. The hearing shall be held in the locality of the Head Start agency, but not at the agency, at a place fixed by the Arbitration Panel with consideration for the convenience of the parties.
- c. The Grantee Board and the Policy Council are the parties to the arbitration hearing.
- d. The Grantee Board shall assume any expenses entailed by the arbitration and, together with the Policy Council, shall provide clerical and other support as needed, to be shared equally.

5. Proceedings

The duty of the arbitration panel is to resolve only the issues in dispute as expeditiously and fairly as possible at the minimum expense to the parties involved.

The proceedings of the arbitration panel shall consist of:

- a. Oral presentation of the Policy Council's position, including minority views, if there are any.
- b. Oral presentations of the Grantee Board's position, including minority views, if there are any.
- c. Response by both parties to such questions as the panel wishes to ask.
- d. Informal cross examination of each party by the other, within the limits allowed by the panel.
- e. Such additional presentation of oral or written materials as the panel deems necessary to fully appraise it of relevant facts for an informed decision. The parties may suggest to the panel additional relevant witnesses or materials that would be helpful to the panel
- f. If the panel needs additional material such as budget statements, Head Start regulations or other materials of that nature, the Grantee Board has the duty to provide the panel with such documents. The policy Council may also present similar materials if it so desires.

6. Standard of Conduct

- a. Both parties are obligated to act in good faith before and during the proceedings. Neither party may communicate with the arbitrators once the panel has been selected except at formal meetings attended by all parties. Any attempt to intimidate an arbitrator shall be reported to the Regional Office and shall result in a default judgment against the party guilty of it.
- b. Refusal to comply with directions, continued use of delaying tactics by any person at the hearing, or other obstructive tactics shall constitute grounds for immediate exclusion of such person from the hearing by the chairperson.
- c. Any decision on compromise reached must adhere to all appropriate Federal regulations and policies regarding the administration and operation of the Head Start program.

7. Compromise

The arbitration procedures does not preclude the parties from compromising their differences and reaching a settlement, so long as no final decision has been issued by the panel.

8. Post hearing Procedures and Decisions

- a. The arbitration panel shall issue its decision in writing fifteen (15) days after the panel meeting. Copies shall be sent promptly to the grantee, the Policy Council, the Regional Office, the Grantee Board and the Executive Director.
- b. The final decision shall be binding on both parties and there shall be no appeal.

## AGENCY IMPASSE POLICY STATEMENT

Name: \_\_\_\_\_ Grantee Agency

Name: \_\_\_\_\_ Grantee Agency Executive Director

Chairperson \_\_\_\_\_ Governing Board

Chairperson \_\_\_\_\_ Policy Council

Governing Board

Policy Council

Members:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Step One - Negotiation

Members of the Governing Board and Policy Council agree to negotiate in good faith in an attempt to adjust the differences between the two groups to reach a consensus agreement concerning any impasse issue. The negotiation effort shall be conducted as follows:

### Step Two - Mediation

The voluntary mediation of the impasse issue.

### Step Three - Arbitration

Procedures are prescribed by the proposed policy manual amendment regarding an arbitration procedure for the resolution of conflicts between Head Start agencies and Policy Groups.

Board Members Signatures

Governing Board

Policy Council

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# 2023-2024 HEAD START PROGRAM INFORMATION REPORT

## 06CH012393-000 LIFT COMMUNITY ACTION AGENCY, INC.

### A. PROGRAM INFORMATION

#### GENERAL INFORMATION

|                                               |                                                                |
|-----------------------------------------------|----------------------------------------------------------------|
| Grant Number                                  | 06CH012393                                                     |
| Program Number                                | 000                                                            |
| Program Type                                  | Head Start                                                     |
| Program Name                                  | LIFT COMMUNITY ACTION AGENCY, INC.                             |
| Program Address                               | 1005 S 5th St                                                  |
| Program City, State, Zip Code (5+4)           | Hugo, OK, 74743-8013                                           |
| Program Phone Number                          | (580) 326 7581                                                 |
| Head Start or Early Head Start Director Name  | Ms. Darla Galyon                                               |
| Head Start or Early Head Start Director Email | darla.galyon@liftca.org                                        |
| Agency Email                                  | darla.galyon@liftca.org                                        |
| Agency Web Site Address                       | https://liftca.org/                                            |
| Name and Title of Approving Official          | Mr. David Hawkins, Governing Board Chairman                    |
| Unique Entity Identifier (UEI)                | XL9DVU1YDGU2                                                   |
| Agency Type                                   | Community Action Agency (CAA)                                  |
| Agency Description                            | Grantee that directly operates program(s) and has no delegates |

#### FUNDED ENROLLMENT

##### Funded enrollment by funding source

|                                                                                                                                | # of children |
|--------------------------------------------------------------------------------------------------------------------------------|---------------|
| A.1 Funded Enrollment:                                                                                                         | 387           |
| a. Head Start/Early Head Start Funded Enrollment, as identified on the NOA that captures the greatest part of the program year | 387           |
| b. Funded Enrollment from non-federal sources, i.e., state, local, private                                                     | 0             |

##### Funded enrollment by program option

|                                                                                                                                                                  | # of slots |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| A.2 Center-based option                                                                                                                                          |            |
| a. Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers | 387        |
| 1. Of these, the number that are available for the full-working-day                                                                                              | 0          |
| 2. Of these, the number that are available for the full-calendar-year                                                                                            | 0          |
| 3. Of these, the number that are available for the full-working-day and full-calendar-year                                                                       | 0          |
| b. Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers          | 0          |
| 1. Of these, the number that are available for 3.5 hours per day for 128 days                                                                                    | 0          |
| 2. Of these, the number that are available for a full working day                                                                                                | 0          |
| A.3 Home-based option                                                                                                                                            | 0          |
| A.4 Family child care option                                                                                                                                     | 0          |
| A.5 Locally designed option                                                                                                                                      | 0          |

## Funded slots at child care partner

|                                                                                                                                     | # of slots |
|-------------------------------------------------------------------------------------------------------------------------------------|------------|
| A.7 Total number of slots in the center-based or locally designed option                                                            | 387        |
| a. Of these, the total number of slots at a child care partner                                                                      | 0          |
| A.8 Total funded enrollment at child care partners (includes center-based, locally designed, and family child care program options) | 0          |

## CLASSES IN CENTER-BASED

|                                                   | # of classes |
|---------------------------------------------------|--------------|
| A.9 Total number of center-based classes operated | 26           |
| a. Of these, the number of double session classes | 0            |

## CUMULATIVE ENROLLMENT

### Children by age

|                                            | # of children |
|--------------------------------------------|---------------|
| A.10 Children by age:                      |               |
| a. Under 1 year                            | 0             |
| b. 1 year old                              | 0             |
| c. 2 years old                             | 47            |
| d. 3 years old                             | 174           |
| e. 4 years old                             | 119           |
| f. 5 years and older                       | 0             |
| g. Total cumulative enrollment of children | 340           |

### Total cumulative enrollment

|                                  | # of children |
|----------------------------------|---------------|
| A.12 Total cumulative enrollment | 340           |

### Primary type of documentation used for determining eligibility

|                                                                                                   | # of children |
|---------------------------------------------------------------------------------------------------|---------------|
| A.13 Report each enrollee only once by primary type of eligibility:                               |               |
| a. Income at or below 100% of federal poverty line                                                | 64            |
| b. Public assistance*                                                                             | 174           |
| 1. TANF documentation                                                                             | 10            |
| 2. SSI documentation                                                                              | 10            |
| 3. SNAP documentation                                                                             | 154           |
| c. Foster care                                                                                    | 6             |
| d. Homeless                                                                                       | 7             |
| e. Eligibility based on other type of need, but not counted in A.13.a through d                   | 75            |
|                                                                                                   | # of children |
| f. Incomes between 100% and 130% of the federal poverty line, but not counted in A.13.a through e | 14            |

|                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A.14 If the program serves enrollees under A.13.f, specify how the program has demonstrated that all children in their area that would be eligible under A.13.a to A.13.d are being served.                                                                                                                                                                           |
| Recruitment strategies including targeted social media posts, in person recruitment events throughout communities, local radio and newspaper ads, and flyers and signs posted in the community, We have also been awarded a medically underserved designation in select locations which allows us to enroll up to 50% above income children within those communities. |

## Prior enrollment

|                                                      | # of children |
|------------------------------------------------------|---------------|
| A.15 Enrolled in Head Start or Early Head Start for: |               |
| a. The second year                                   | 78            |
| b. Three or more years                               | 9             |

## Transition and turnover

|                                                                                                                                                                                          | # of children           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| A.16 Total number of preschool children who left the program any time after classes or home visits began and did not re-enroll                                                           | 52                      |
| a. Of the preschool children who left the program during the program year, the number of preschool children who were enrolled less than 45 days                                          | 18                      |
|                                                                                                                                                                                          | # of preschool children |
| A.17 Of the number of preschool children enrolled in Head Start at the end of the current enrollment year, the number projected to be entering kindergarten in the following school year | 96                      |

## Attendance

|                                                                                                                 | # of children |
|-----------------------------------------------------------------------------------------------------------------|---------------|
| A.22 The total number of children cumulatively enrolled in the center-based or family child care program option | 340           |
| a. Of these children, the number of children that were chronically absent                                       | 191           |
| 1. Of the children chronically absent, the number that stayed enrolled until the end of enrollment              | 150           |
| A.23 Comments on children that were chronically absent:                                                         |               |
| Transportation or illness                                                                                       |               |

## Child care subsidy

|                                                                                                                                     | # of children |
|-------------------------------------------------------------------------------------------------------------------------------------|---------------|
| A.24 The number of enrolled children for whom the program and/or its partners received a child care subsidy during the program year | 0             |

## Ethnicity and race

| # of children                    |                                          |
|----------------------------------|------------------------------------------|
| (1)<br>Hispanic or Latino origin | (2)<br>Non-Hispanic or Non-Latino origin |

| A.25 Race and ethnicity                      |              |     |
|----------------------------------------------|--------------|-----|
| a. American Indian or Alaska Native          | 7            | 69  |
| b. Asian                                     | 0            | 0   |
| c. Black or African American                 | 4            | 38  |
| d. Native Hawaiian or other Pacific Islander | 0            | 0   |
| e. White                                     | 16           | 142 |
| f. Bi-racial/Multi-racial                    | 5            | 53  |
| g. Other                                     | 6            | 0   |
| Explain:                                     | undetermined |     |

|                                  | # of children / pregnant women |
|----------------------------------|--------------------------------|
| h. Unspecified ethnicity or race | 0                              |

## Primary language of family at home

|                                                                                                        | # of children |
|--------------------------------------------------------------------------------------------------------|---------------|
| A.26 Primary language of family at home:                                                               |               |
| a. English                                                                                             | 335           |
| 1. Of these, the number of children acquiring/learning another language in addition to English         | 4             |
| b. Spanish                                                                                             | 5             |
| c. Native Central American, South American & Mexican Languages (e.g., Mixteco, Quichean.)              | 0             |
| d. Caribbean Languages (e.g., Haitian-Creole, Patois)                                                  | 0             |
| e. Middle Eastern & South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)                 | 0             |
| f. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)                                           | 0             |
| g. Native North American/Alaska Native Languages                                                       | 0             |
| h. Pacific Island Languages (e.g., Palauan, Fijian)                                                    | 0             |
| i. European & Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian) | 0             |
| j. African Languages (e.g., Swahili, Wolof)                                                            | 0             |
| k. American Sign Language                                                                              | 0             |
| l. Other (e.g., American Sign Language)                                                                | 0             |
| m. Unspecified (language is not known or parents declined identifying the home language)               | 0             |

## Dual language learners

|                                             | # of children |
|---------------------------------------------|---------------|
| A.27 Total number of Dual Language Learners | 9             |

## Transportation

|                                                                                 | # of children |
|---------------------------------------------------------------------------------|---------------|
| A.28 Number of children for whom transportation is provided to and from classes | 0             |

## RECORD KEEPING

### Management Information Systems

A.29 List the management information system(s) your program uses to support tracking, maintaining, and using data on enrollees, program services, families, and program staff.

*Name/title*

ChildPlus

## B. PROGRAM STAFF & QUALIFICATIONS

### TOTAL STAFF

#### Staff by type

|                                                                                                                | (1)<br># of Head Start or<br>Early Head Start<br>staff | (2)<br># of contracted<br>staff |
|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------------------|
| B.1 Total number of staff members, regardless of the funding source for their salary or number of hours worked | 100                                                    | 0                               |
| a. Of these, the number who are current or former Head Start or Early Head Start parents                       | 45                                                     | 0                               |

### TOTAL VOLUNTEERS

#### Volunteers by type

|                                                                                               | # of volunteers |
|-----------------------------------------------------------------------------------------------|-----------------|
| B.2 Number of persons providing any volunteer services to the program during the program year | 115             |
| a. Of these, the number who are current or former Head Start or Early Head Start parents      | 102             |

### EDUCATION AND CHILD DEVELOPMENT STAFF

#### Preschool classroom and assistant teachers (HS and Migrant programs)

|                                                                                 | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|---------------------------------------------------------------------------------|-----------------------------------|-----------------------------------|
| B.3 Total number of preschool education and child development staff by position | 28                                | 28                                |

|                                                                                                                                          | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following:                             |                                   |                                   |
| a. An advanced degree in:                                                                                                                |                                   |                                   |
| 1. Early childhood education                                                                                                             |                                   |                                   |
| 2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children | 2                                 | 0                                 |

|                                                                                                                                            | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|--------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following:                               |                                   |                                   |
| b. A baccalaureate degree in one of the following:                                                                                         |                                   |                                   |
| 1. Early childhood education                                                                                                               |                                   |                                   |
| 2. Any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children or |                                   |                                   |
| 3. Any field and is part of the Teach for America program and passed a rigorous early childhood content exam                               | 13                                | 0                                 |

|                                                                                                                                                                            | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following:                                                               |                                   |                                   |
| c. An associate degree in:                                                                                                                                                 |                                   |                                   |
| 1. Early childhood education                                                                                                                                               |                                   |                                   |
| 2. A field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children | 6                                 | 2                                 |

|                                                                                                                                                                                               | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following:                                                                                  |                                   |                                   |
| d. A Child Development Associate (CDA) credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements                                             | 7                                 | 13                                |
| 1. Of these, a CDA credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working | 7                                 | 13                                |

|                                                                                                              | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|--------------------------------------------------------------------------------------------------------------|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following: |                                   |                                   |
| e. None of the qualifications listed in B.3.a through B.3.d                                                  | 0                                 | 13                                |

### Preschool classroom teachers program enrollment

|                                                                                                                                                  | # of classroom<br>teachers |
|--------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| B.4 Total number of preschool classroom teachers that do not meet qualifications listed in B.3.a or B.3.b                                        | 13                         |
| a. Of these preschool classroom teachers, the number enrolled in a degree program that would meet the qualifications described in B.3.a or B.3.b | 0                          |

### Preschool classroom assistant teachers program enrollment

|                                                                                                                                                                                                     | # of assistant<br>teachers |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| B.5 Total number of preschool assistant teachers that do not have any qualifications listed in B.3.a through B.3.d                                                                                  | 13                         |
| a. Of these preschool assistant teachers, the number enrolled in a degree, certification, credential, or licensure program that would meet one of the qualifications listed in B.3.a through B.3.d. | 13                         |

## Home visitors and family child care provider staff qualifications

|                                                                                                                                                                                                | # of home visitors |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| B.8 Total number of home visitors                                                                                                                                                              | 0                  |
| a. Of these, the number of home visitors that have a home-based CDA credential or comparable credential, or equivalent coursework as part of an associate's, baccalaureate, or advanced degree | 0                  |
| 1. Of these, the number of home visitors that hold a baccalaureate or advanced degree                                                                                                          | 0                  |
| b. Of these, the number of home visitors that do not meet one of the qualifications described in B.8.a.                                                                                        | 0                  |
| 1. Of the home visitors in B.8.b, the number enrolled in a degree or credential program that would meet a qualification described in B.8.a.                                                    | 0                  |

|                                                                                                                                                                                                                               | # of family child care providers |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| B.9 Total number of family child care providers                                                                                                                                                                               | 0                                |
| a. Of these, the number of family child care providers that have a Family Child Care CDA credential or state equivalent, or an associate, baccalaureate, or advanced degree in child development or early childhood education | 0                                |
| 1. Of these, the number of family child care providers that hold a baccalaureate or advanced degree in child development or early childhood education                                                                         | 0                                |
| b. Of these, the number of family child care providers that do not meet one of the qualifications described in B.9.a.                                                                                                         | 0                                |
| 1. Of the family child care providers in B.9.b, the number enrolled in a degree or credential program that would meet a qualification described in B.9.a.                                                                     | 0                                |

|                                                                                                                                                               | # of child development specialists |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| B.10 Total number of child development specialists that support family child care providers                                                                   | 0                                  |
| a. Of these, the number of child development specialists that have a baccalaureate degree in child development, early childhood education, or a related field | 0                                  |
| b. Of these, the number of child development specialists that do not meet one of the qualifications described in B.10.a.                                      | 0                                  |
| 1. Of the child development specialists in B.10.b, the number enrolled in a degree or credential program that would meet a qualification described in B.10.a. | 0                                  |

## Ethnicity and race

|                                              | # of non-supervisory education and child development staff |                                          |
|----------------------------------------------|------------------------------------------------------------|------------------------------------------|
|                                              | (1)<br>Hispanic or Latino origin                           | (2)<br>Non-Hispanic or Non-Latino origin |
| B.13 Race and Ethnicity                      |                                                            |                                          |
| a. American Indian or Alaska Native          | 0                                                          | 9                                        |
| b. Asian                                     | 0                                                          | 0                                        |
| c. Black or African American                 | 0                                                          | 1                                        |
| d. Native Hawaiian or other Pacific Islander | 0                                                          | 0                                        |
| e. White                                     | 0                                                          | 42                                       |
| f. Biracial/Multi-racial                     | 0                                                          | 4                                        |
| g. Other                                     | 0                                                          | 0                                        |

|                                  | # of non-supervisory education and child development staff |
|----------------------------------|------------------------------------------------------------|
| h. Unspecified ethnicity or race | 0                                                          |

## Language

|                                                                                         | # of non-supervisory education and child development staff |
|-----------------------------------------------------------------------------------------|------------------------------------------------------------|
| B.14 The number who are proficient in a language(s) other than English.                 | 2                                                          |
| a. Of these, the number who are proficient in more than one language other than English | 0                                                          |

| B.15 Language groups in which staff are proficient:                                                      | # of non-supervisory education and child development staff |
|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| a. Spanish                                                                                               | 0                                                          |
| b. Native Central American, South American, and Mexican Languages (e.g., Mixteco, Quichean.)             | 0                                                          |
| c. Caribbean Languages (e.g., Haitian-Creole, Patois)                                                    | 0                                                          |
| d. Middle Eastern and South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)                 | 0                                                          |
| e. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)                                             | 0                                                          |
| f. Native North American/Alaska Native Languages                                                         | 0                                                          |
| g. Pacific Island Languages (e.g., Palauan, Fijian)                                                      | 0                                                          |
| h. European and Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian) | 1                                                          |
| i. African Languages (e.g., Swahili, Wolof)                                                              | 0                                                          |
| j. American Sign Language                                                                                | 1                                                          |
| k. Other                                                                                                 | 0                                                          |
| l. Unspecified (language is not known or staff declined identifying the language)                        | 0                                                          |

## STAFF TURNOVER

### All staff turnover

|                                                                                                                                                          | (1)<br># of Head Start or Early Head Start staff | (2)<br># of contracted staff |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|------------------------------|
| B.16 Total number of staff who left during the program year (including turnover that occurred while the program was not in session, e.g., summer months) | 25                                               | 0                            |
| a. Of these, the number who were replaced                                                                                                                | 20                                               | 0                            |

### Education and child development staff turnover

|                                                                                                                                                                                                                                                                       | # of staff |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| B.17 The number of classroom teachers, preschool assistant teachers, family child care providers, and home visitors who left during the program year (including turnover that occurred while classes and home visits were not in session, e.g., during summer months) | 18         |

|                                                                                                                               | # of staff |
|-------------------------------------------------------------------------------------------------------------------------------|------------|
| a. Of these, the number who were replaced                                                                                     | 15         |
| b. Of these, the number who left while classes and home visits were in session                                                | 9          |
| c. Of these, the number that were classroom teachers who left the program                                                     | 2          |
|                                                                                                                               | # of staff |
| B.18 Of the number of education and child development staff that left, the number that left for the following primary reason: |            |
| a. Higher compensation                                                                                                        | 0          |
| 1. Of these, the number that moved to state pre-k or other early childhood program                                            | 0          |
| b. Retirement or relocation                                                                                                   | 0          |
| c. Involuntary separation                                                                                                     | 0          |
| d. Other (e.g., change in job field, reason not provided)                                                                     | 18         |
| 1. Specify:                      Reasons not provided                                                                         |            |
| B.19 Number of vacancies during the program year that remained unfilled for a period of 3 months or longer                    | 2          |

## C. CHILD AND HEALTH SERVICES

### HEALTH SERVICES

#### Health insurance – children

|                                                                                                                                                    | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.1 Number of all children with health insurance                                                                                                   | 322                                   | 322                                          |
| a. Of these, the number enrolled in Medicaid and/or CHIP                                                                                           | 288                                   | 289                                          |
| b. Of these, the number enrolled in state-only funded insurance (e.g., medically indigent insurance), private insurance, or other health insurance | 34                                    | 33                                           |
| C.2 Number of children with no health insurance                                                                                                    | 18                                    | 18                                           |

#### Accessible health care - children

|                                                                                                                                                                                                                                       | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.5 Number of children with an ongoing source of continuous, accessible health care provided by a health care professional that maintains the child's ongoing health record and is not primarily a source of emergency or urgent care | 316                                   | 316                                          |
| a. Of these, the number of children that have accessible health care through a federally qualified Health Center, Indian Health Service, Tribal and/or Urban Indian Health Program facility                                           | 47                                    | 47                                           |

#### Medical services – children

|                                                                                                                                                                                     | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.7 Number of children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care | 39                                    | 105                                          |
|                                                                                                                                                                                     | # of children                         |                                              |
| C.8. Number of children diagnosed with any chronic condition by a health care professional, regardless of when the condition was first diagnosed                                    |                                       | 10                                           |
| a. Of these, the number who received medical treatment for their diagnosed chronic health condition                                                                                 |                                       | 4                                            |
| b. Specify the primary reason that children with any chronic condition diagnosed by a health care professional did not receive medical treatment:                                   | # of children                         |                                              |
| 1. No medical treatment needed                                                                                                                                                      |                                       | 5                                            |
| 2. No health insurance                                                                                                                                                              |                                       | 0                                            |
| 3. Parents did not keep/make appointment                                                                                                                                            |                                       | 0                                            |
| 4. Children left the program before their appointment date                                                                                                                          |                                       | 0                                            |
| 5. Appointment is scheduled for future date                                                                                                                                         |                                       | 1                                            |
| 6. Other                                                                                                                                                                            |                                       | 0                                            |

| C.9 Number of children diagnosed by a health care professional with the following chronic condition, regardless of when the condition was first diagnosed: | # of children |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| a. Autism spectrum disorder (ASD)                                                                                                                          | 1             |
| b. Attention deficit hyperactivity disorder (ADHD)                                                                                                         | 0             |
| c. Asthma                                                                                                                                                  | 1             |
| d. Seizures                                                                                                                                                | 1             |
| e. Life-threatening allergies (e.g., food allergies, bee stings, and medication allergies that may result in systemic anaphylaxis)                         | 2             |
| f. Hearing Problems                                                                                                                                        | 0             |
| g. Vision Problems                                                                                                                                         | 2             |
| h. Blood lead level test with elevated lead levels >5 g/dL                                                                                                 | 2             |
| i. Diabetes                                                                                                                                                | 0             |

### Body Mass Index (BMI) – children (HS and Migrant programs)

|                                                                                                                        | # of children at enrollment |
|------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.10 Number of children who are in the following weight categories according to the 2000 CDC BMI-for-age growth charts |                             |
| a. Underweight (BMI less than 5th percentile for child's age and sex)                                                  | 23                          |
| b. Healthy weight (at or above 5th percentile and below 85th percentile for child's age and sex)                       | 201                         |
| c. Overweight (BMI at or above 85th percentile and below 95th percentile for child's age and sex)                      | 50                          |
| d. Obese (BMI at or above 95th percentile for child's age and sex)                                                     | 54                          |

### Immunization services - children

|                                                                                                                                                                                                               | (1)<br># of children at enrollment | (2)<br># of children at end of enrollment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-------------------------------------------|
| C.11 Number of children who have been determined by a health care professional to be up-to-date on all immunizations appropriate for their age                                                                | 332                                | 332                                       |
| C.12 Number of children who have been determined by a health care professional to have received all immunizations possible at this time but who have not received all immunizations appropriate for their age | 0                                  | 0                                         |
| C.13 Number of children who meet their state's guidelines for an exemption from immunizations                                                                                                                 | 5                                  | 5                                         |

## ORAL HEALTH

### Accessible dental care - children

|                                                                                                                                                                                    | (1)<br># of children at enrollment | (2)<br># of children at end of enrollment |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-------------------------------------------|
| C.18 Number of children with continuous, accessible oral care provided by an oral health care professional which includes access to oral health preventive care and oral treatment | 318                                | 319                                       |

|                                                                                                        | # of children |
|--------------------------------------------------------------------------------------------------------|---------------|
| C.19 Number of children who received oral health preventive care during the program year               | 340           |
| C.20 Number of all children who have completed a professional oral examination during the program year | 229           |
| a. Of these, the number of children diagnosed as needing oral treatment during the program year        | 32            |
| 1. Of these, the number of children who received oral treatment during the program year                | 17            |
| b. Specify the primary reason that children who needed dental treatment did not receive it:            | # of children |
| 1. Health insurance doesn't cover oral treatment                                                       | 0             |
| 2. No oral care available in local area                                                                | 0             |
| 3. Medicaid not accepted by dentist                                                                    | 0             |
| 4. Dentists in the area do not treat 3- to 5-year-old children                                         | 0             |
| 5. Dentists in the area do not treat children below age 3                                              | 0             |
| 6. Parents did not keep/make appointment                                                               | 10            |
| 7. Children left the program before their appointment date                                             | 0             |
| 8. Appointment is scheduled for future date                                                            | 5             |
| 9. No transportation                                                                                   | 0             |
| 10. Other                                                                                              | 0             |

## Mental health consultation

|                                                                                                                                                                                           | # of staff |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| C.21 Total number of classroom teachers, home visitors, and family child care providers                                                                                                   | 28         |
| a. Indicate the number of classroom teachers, home visitors, and family child care providers who received assistance from a mental health consultant through observation and consultation | 28         |

## DISABILITIES SERVICES

### IDEA eligibility determination

|                                                                                                                                                                                                                                       | # of children |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.22 The total number of children referred for an evaluation to determine eligibility under the Individuals with Disabilities Education Act (IDEA) during the program year                                                            | 0             |
| a. Of these, the number who received an evaluation to determine IDEA eligibility                                                                                                                                                      | 0             |
| 1. Of the children that received an evaluation, the number that were diagnosed with a disability under IDEA                                                                                                                           | 0             |
| 2. Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA                                                                                                                       | 0             |
| 1. Of these children, the number for which the program is still providing or facilitating individualized services and supports such as an individual learning plan or supports described under Section 504 of the Rehabilitation Act. | 0             |
| b. Of these, the number who did not receive an evaluation to determine IDEA eligibility                                                                                                                                               | 0             |
|                                                                                                                                                                                                                                       | # of children |
| C.23 Specify the primary reason that children referred for an evaluation to determine IDEA eligibility did not receive it:                                                                                                            |               |
| a. The responsible agency assigned child to Response to Intervention (RTI)                                                                                                                                                            | 0             |
| b. Parent(s) refused evaluation                                                                                                                                                                                                       | 0             |
| c. Evaluation is pending and not yet completed by responsible agency                                                                                                                                                                  | 0             |
| d. Other                                                                                                                                                                                                                              | 0             |

## Preschool disabilities services (HS and Migrant programs)

|                                                                                                                                                                                                                                                              | # of children |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.24 Number of children enrolled in the program who had an Individualized Education Program (IEP), at any time during the program year, indicating they were determined eligible by the LEA to receive special education and related services under the IDEA | 0             |
| a. Of these, the number who were determined eligible to receive special education and related services:                                                                                                                                                      | # of children |
| 1. Prior to this program year                                                                                                                                                                                                                                | 0             |
| 2. During this program year                                                                                                                                                                                                                                  | 0             |
| b. Of these, the number who have not received special education and related services                                                                                                                                                                         | 0             |

## Preschool primary disabilities (HS and Migrant programs)

|                                                                                   | (1)<br># of children<br>determined to<br>have this disability | (2)<br># of children<br>receiving special<br>services |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------------------------------|
| C.26 Diagnosed primary disability:                                                |                                                               |                                                       |
| a. Health impairment (i.e., meeting IDEA definition of "other health impairment") | 0                                                             | 0                                                     |
| b. Emotional disturbance                                                          | 0                                                             | 0                                                     |
| c. Speech or language impairments                                                 | 0                                                             | 0                                                     |
| d. Intellectual disabilities                                                      | 0                                                             | 0                                                     |
| e. Hearing impairment, including deafness                                         | 0                                                             | 0                                                     |
| f. Orthopedic impairment                                                          | 0                                                             | 0                                                     |
| g. Visual impairment, including blindness                                         | 0                                                             | 0                                                     |
| h. Specific learning disability                                                   | 0                                                             | 0                                                     |
| i. Autism                                                                         | 0                                                             | 0                                                     |
| j. Traumatic brain injury                                                         | 0                                                             | 0                                                     |
| k. Non-categorical/developmental delay                                            | 0                                                             | 0                                                     |
| l. Multiple disabilities (excluding deaf-blind)                                   | 0                                                             | 0                                                     |
| m. Deaf-blind                                                                     | 0                                                             | 0                                                     |

## EDUCATION AND DEVELOPMENT TOOLS/APPROACHES

### Screening

|                                                                                                                                                                                    | # of children |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.27 Number of all newly enrolled children since last year's PIR was reported                                                                                                      | 251           |
| C.28 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory, and behavioral concerns since last year's PIR was reported | 251           |
| a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability                                                 | 89            |
| C.29 The instrument(s) used by the program for developmental screening                                                                                                             |               |
| Name/title                                                                                                                                                                         |               |
| ASQ (all editions)                                                                                                                                                                 |               |
| PLS 5                                                                                                                                                                              |               |

## Assessment

|                                                                                  |
|----------------------------------------------------------------------------------|
| C.30 Approach or tool(s) used by the program to support ongoing child assessment |
| <i>Name/title</i>                                                                |
| Teaching Strategies GOLD Online                                                  |
| Creative Curriculum (all editions)                                               |

## Curriculum

|                                                                                  |
|----------------------------------------------------------------------------------|
| C.31 Curriculum used by the program:                                             |
| a. For center-based services                                                     |
| <i>Name/title</i>                                                                |
| Creative Curriculum (PreSchool)                                                  |
| e. For building on the parents' knowledge and skill (i.e., parenting curriculum) |
| <i>Name/title</i>                                                                |
| Love and Logic                                                                   |

## Classroom and home visit observation tools

|                                                                                                  |                  |
|--------------------------------------------------------------------------------------------------|------------------|
|                                                                                                  | Yes (Y) / No (N) |
| C.32 Does the program routinely use classroom or home visit observation tools to assess quality? | Yes              |

|                                                                                |
|--------------------------------------------------------------------------------|
| C.33 If yes, classroom and home visit observation tool(s) used by the program: |
| a. Center-based settings                                                       |
| <i>Name/title</i>                                                              |
| Classroom Assessment Scoring System (CLASS: Infant, Toddler, or Pre-K)         |

## FAMILY AND COMMUNITY PARTNERSHIPS

### Number of families

|                                                                                                              |                                    |
|--------------------------------------------------------------------------------------------------------------|------------------------------------|
|                                                                                                              | <i># of families at enrollment</i> |
| C.34 Total number of families:                                                                               | 318                                |
| a. Of these, the number of two-parent families                                                               | 153                                |
| b. Of these, the number of single-parent families                                                            | 165                                |
| C.35 Of the total number of families, the number in which the parent/guardian figures are best described as: |                                    |
| a. Parent(s) (e.g., biological, adoptive, stepparents)                                                       | 299                                |
| 1. Of these, the number of families with a mother only (biological, adoptive, stepmother)                    | 151                                |
| 2. Of these, the number of families with a father only (biological, adoptive, stepfather)                    | 12                                 |
| b. Grandparents                                                                                              | 8                                  |
| c. Relative(s) other than grandparents                                                                       | 7                                  |
| d. Foster parent(s) not including relatives                                                                  | 3                                  |
| e. Other                                                                                                     | 1                                  |

|             |              |
|-------------|--------------|
| 1. Specify: | undetermined |
|-------------|--------------|

## Parent/guardian education

|                                                                                                                       | # of families at enrollment |
|-----------------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.36 Of the total number of families, the highest level of education obtained by the child's parent(s) / guardian(s): |                             |
| a. An advanced degree or baccalaureate degree                                                                         | 113                         |
| b. An associate degree, vocational school, or some college                                                            | 19                          |
| c. A high school graduate or GED                                                                                      | 165                         |
| d. Less than high school graduate                                                                                     | 21                          |

## Employment, Job Training, and School

|                                                                                                                                                                                          | # of families at enrollment |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.37 Total number of families in which:                                                                                                                                                  |                             |
| a. At least one parent/guardian is employed, in job training, or in school at enrollment                                                                                                 | 253                         |
| 1. Of these families, the number in which one or more parent/guardian is employed                                                                                                        | 252                         |
| 2. Of these families, the number in which one or more parent/guardian is in job training (e.g., job training program, professional certificate, apprenticeship, or occupational license) | 5                           |
| 3. Of these families, the number in which one or more parent/guardian is in school (e.g., GED, associate degree, baccalaureate, or advanced degree)                                      | 1                           |
| b. Neither/No parent/guardian is employed, in job training, or in school at enrollment (e.g., unemployed, retired, or disabled)                                                          | 57                          |

|                                                                                                                                                          | # of families at end of enrollment |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| C.38 Total number of families in which:                                                                                                                  |                                    |
| a. At least one parent/guardian is employed, in job training, or in school at end of enrollment                                                          | 240                                |
| 1. Of these families, the number of families that were also counted in C.37.a (as having been employed, in job training, or in school at enrollment)     | 231                                |
| 2. Of these families, the number of families that were also counted in C.37.b (as having not been employed, in job training, or in school at enrollment) | 9                                  |
| b. Neither/No parent/guardian is employed, in job training, or in school at end of enrollment (e.g., unemployed, retired, or disabled)                   | 45                                 |
| 1. Of these families, the number of families that were also counted in C.37.a                                                                            | 2                                  |
| 2. Of these families, the number of families that were also counted in C.37.b                                                                            | 41                                 |

|                                                                                          | # of families at enrollment |
|------------------------------------------------------------------------------------------|-----------------------------|
| C.39 Total number of families in which:                                                  |                             |
| a. At least one parent/guardian is a member of the United States military on active duty | 6                           |
| b. At least one parent/guardian is a veteran of the United States military               | 11                          |

## Federal or other assistance

|                                                                                                                                                     | # of families at enrollment | # of families at end of enrollment |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------|
| C.40 Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance to Needy Families (TANF) Program | 9                           | 9                                  |
| C.41 Total number of families receiving Supplemental Security Income (SSI)                                                                          | 13                          | 12                                 |
| C.42 Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)            | 162                         | 159                                |
| C.43 Total number of families receiving benefits under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps    | 167                         | 168                                |

## Family services

|                                                                                                        | # of families |
|--------------------------------------------------------------------------------------------------------|---------------|
| C.44 The number of families that received the following program service to promote family outcomes:    |               |
| a. Emergency/crisis intervention (e.g., meeting immediate needs for food, clothing, or shelter)        | 134           |
| b. Housing assistance (e.g., subsidies, utilities, repairs)                                            | 4             |
| c. Asset building services (e.g., financial education, debt counseling)                                | 153           |
| d. Mental health services                                                                              | 116           |
| e. Substance misuse prevention                                                                         | 0             |
| f. Substance misuse treatment                                                                          | 0             |
| g. English as a Second Language (ESL) training                                                         | 2             |
| h. Assistance in enrolling into an education or job training program                                   | 36            |
| i. Research-based parenting curriculum                                                                 | 121           |
| j. Involvement in discussing their child's screening and assessment results and their child's progress | 207           |
| k. Supporting transitions between programs (i.e., EHS to HS, HS to kindergarten)                       | 175           |
| l. Education on preventive medical and oral health                                                     | 134           |
| m. Education on health and developmental consequences of tobacco product use                           | 99            |
| n. Education on nutrition                                                                              | 175           |
| o. Education on postpartum care (e.g., breastfeeding support)                                          | 0             |
| p. Education on relationship/marriage                                                                  | 1             |
| q. Assistance to families of incarcerated individuals                                                  | 1             |
| C.45 Of these, the number of families who were counted in at least one of the services listed above    | 215           |

## Father engagement

|                                                                                                                          | # of father/ father figures |
|--------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.46 Number of fathers/father figures who were engaged in the following activities during this program year:             |                             |
| a. Family assessment                                                                                                     | 74                          |
| b. Family goal setting                                                                                                   | 78                          |
| c. Involvement in child's Head Start child development experiences (e.g., home visits, parent-teacher conferences, etc.) | 99                          |
| d. Head Start program governance, such as participation in the Policy Council or policy committees                       | 3                           |

|                                  | # of father/ father figures |
|----------------------------------|-----------------------------|
| e. Parenting education workshops | 1                           |

### Homelessness services

|                                                                                                     | # of families |
|-----------------------------------------------------------------------------------------------------|---------------|
| C.47 Total number of families experiencing homelessness that were served during the enrollment year | 10            |

|                                                                                                     | # of children |
|-----------------------------------------------------------------------------------------------------|---------------|
| C.48 Total number of children experiencing homelessness that were served during the enrollment year | 10            |

|                                                                                                          | # of families |
|----------------------------------------------------------------------------------------------------------|---------------|
| C.49 Total number of families experiencing homelessness that acquired housing during the enrollment year | 1             |

### Foster care and child welfare

|                                                                                                                            | # of children |
|----------------------------------------------------------------------------------------------------------------------------|---------------|
| C.50 Total number of enrolled children who were in foster care at any point during the program year                        | 11            |
| C.51 Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency | 0             |

## D. GRANT LEVEL QUESTIONS

### INTENSIVE COACHING

|                                                                                                                                                                                     | <i># of education and child development staff</i> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| D.1 The number of education and child development staff (i.e., teachers, preschool assistant teachers, home visitors, family child care providers) that received intensive coaching | 6                                                 |
|                                                                                                                                                                                     | <i># of coaches</i>                               |
| D.2 The number of individuals that provided intensive coaching, whether by staff, consultants, or through partnership                                                               | 2                                                 |

### MANAGEMENT STAFF SALARIES

|                                                        | <i>(3)<br/>Number of Management Staff in this Position</i> |
|--------------------------------------------------------|------------------------------------------------------------|
| D.3 Management staff:                                  |                                                            |
| a. Executive Director                                  | 1                                                          |
| b. Head Start and/or Early Head Start Director         | 1                                                          |
| c. Education Manager/Coordinator                       | 2                                                          |
| d. Health Services Manager/Coordinator                 | 1                                                          |
| e. Family & Community Partnerships Manager/Coordinator | 1                                                          |
| f. Disability Services Manager/Coordinator             | 1                                                          |
| g. Fiscal Officer                                      | 1                                                          |

### FAMILY SERVICES STAFF QUALIFICATIONS

|                                                                                                                                                                                             | <i># of family services staff</i> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| D.5 Total number of family services staff:                                                                                                                                                  | 6                                 |
| a. Of these, the number that have a credential, certification, associate, baccalaureate, or advanced degree in social work, human services, family services, counseling, or a related field | 5                                 |
| b. Of these, the number that do not meet one of the qualifications described in D.5.a                                                                                                       | 1                                 |
| 1. Of the family services staff in D.5.b, the number enrolled in a degree or credential program that would meet a qualification described in D.5.a.                                         | 1                                 |
| 2. Of the family services staff in D.5.b, the number hired before November 7, 2016                                                                                                          | 0                                 |

## FORMAL AGREEMENTS FOR COLLABORATION

|                                                                                                                                                  | # of partners or agencies |
|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| D.6 Total number of child care partners in which a formal agreement was in effect                                                                | 0                         |
| D.7 Total number of LEAs in the service area                                                                                                     | 13                        |
| a. Of these, the total number of LEAs in which a formal agreement was in effect to coordinate services for children with disabilities            | 0                         |
| b. Of these, the total number of LEAs in which a formal agreement was in effect to coordinate transition services                                | 0                         |
| D.8 Total number of Part C agencies in the service area                                                                                          | 1                         |
| a. Of these, the total number of Part C agencies in which a formal agreement was in effect to coordinate services for children with disabilities | 1                         |

## REPORTING INFORMATION

|                     |             |
|---------------------|-------------|
| PIR Report Status   | Completed   |
| Confirmation Number | 24082963581 |
| Last Update Date    | 08/29/2024  |



# 2023-2024 EARLY HEAD START PROGRAM INFORMATION REPORT

## 06CH012393-200 LIFT COMMUNITY ACTION AGENCY, INC.

### A. PROGRAM INFORMATION

#### GENERAL INFORMATION

|                                               |                                                                |
|-----------------------------------------------|----------------------------------------------------------------|
| Grant Number                                  | 06CH012393                                                     |
| Program Number                                | 200                                                            |
| Program Type                                  | Early Head Start                                               |
| Program Name                                  | LIFT COMMUNITY ACTION AGENCY, INC.                             |
| Program Address                               | 1005 S 5th St                                                  |
| Program City, State, Zip Code (5+4)           | Hugo, OK, 74743-8013                                           |
| Program Phone Number                          | (580) 326 7581                                                 |
| Head Start or Early Head Start Director Name  | Ms. Darla Galyon                                               |
| Head Start or Early Head Start Director Email | darla.galyon@liftca.org                                        |
| Agency Email                                  | darla.galyon@liftca.org                                        |
| Agency Web Site Address                       | https://liftca.org/                                            |
| Name and Title of Approving Official          | Mr. David Hawkins, Governing Board Chairman                    |
| Unique Entity Identifier (UEI)                | XL9DVU1YDGU2                                                   |
| Agency Type                                   | Community Action Agency (CAA)                                  |
| Agency Description                            | Grantee that directly operates program(s) and has no delegates |

#### FUNDED ENROLLMENT

##### Funded enrollment by funding source

|                                                                                                                                | # of children /<br>pregnant women |
|--------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| A.1 Funded Enrollment:                                                                                                         | 48                                |
| a. Head Start/Early Head Start Funded Enrollment, as identified on the NOA that captures the greatest part of the program year | 48                                |
| b. Funded Enrollment from non-federal sources, i.e., state, local, private                                                     | 0                                 |
| c. Funded Enrollment from the MIECHV Grant Program using the Early Head Start home visiting model                              | 0                                 |

##### Funded enrollment by program option

|                                                                                                                                                                  | # of slots |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| A.2 Center-based option                                                                                                                                          |            |
| a. Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers | 48         |
| 1. Of these, the number that are available for the full-working-day                                                                                              | 0          |
| 2. Of these, the number that are available for the full-calendar-year                                                                                            | 0          |
| 3. Of these, the number that are available for the full-working-day and full-calendar-year                                                                       | 48         |
| b. Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers          | 0          |
| 1. Of these, the number that are available for 3.5 hours per day for 128 days                                                                                    | 0          |
| 2. Of these, the number that are available for a full working day                                                                                                | 0          |
| A.3 Home-based option                                                                                                                                            | 0          |
| A.4 Family child care option                                                                                                                                     | 0          |
| A.5 Locally designed option                                                                                                                                      | 0          |

|                          | # of pregnant women slots |
|--------------------------|---------------------------|
| A.6 Pregnant women slots | 0                         |

### Funded slots at child care partner

|                                                                                                                                     | # of slots |
|-------------------------------------------------------------------------------------------------------------------------------------|------------|
| A.7 Total number of slots in the center-based or locally designed option                                                            | 48         |
| a. Of these, the total number of slots at a child care partner                                                                      | 0          |
| A.8 Total funded enrollment at child care partners (includes center-based, locally designed, and family child care program options) | 0          |

### CLASSES IN CENTER-BASED

|                                                   | # of classes |
|---------------------------------------------------|--------------|
| A.9 Total number of center-based classes operated | 7            |
| a. Of these, the number of double session classes | 0            |

### CUMULATIVE ENROLLMENT

#### Children by age

|                                            | # of children |
|--------------------------------------------|---------------|
| A.10 Children by age:                      |               |
| a. Under 1 year                            | 23            |
| b. 1 year old                              | 33            |
| c. 2 years old                             | 21            |
| d. 3 years old                             | 11            |
| g. Total cumulative enrollment of children | 88            |

#### Pregnant women (EHS programs)

|                                              | # of pregnant women |
|----------------------------------------------|---------------------|
| A.11 Cumulative enrollment of pregnant women | 0                   |

#### Total cumulative enrollment

|                                  | # of children / pregnant women |
|----------------------------------|--------------------------------|
| A.12 Total cumulative enrollment | 88                             |

#### Primary type of documentation used for determining eligibility

|                                                                     | # of children / pregnant women |
|---------------------------------------------------------------------|--------------------------------|
| A.13 Report each enrollee only once by primary type of eligibility: |                                |
| a. Income at or below 100% of federal poverty line                  | 23                             |
| b. Public assistance*                                               | 57                             |
| 1. TANF documentation                                               | 3                              |
| 2. SSI documentation                                                | 4                              |
| 3. SNAP documentation                                               | 50                             |
| c. Foster care                                                      | 2                              |
| d. Homeless                                                         | 1                              |

|                                                                                                   | # of children /<br>pregnant women |
|---------------------------------------------------------------------------------------------------|-----------------------------------|
| e. Eligibility based on other type of need, but not counted in A.13.a through d                   | 5                                 |
|                                                                                                   |                                   |
|                                                                                                   | # of children /<br>pregnant women |
| f. Incomes between 100% and 130% of the federal poverty line, but not counted in A.13.a through e | 0                                 |

## Prior enrollment

|                                                      | # of children |
|------------------------------------------------------|---------------|
| A.15 Enrolled in Head Start or Early Head Start for: |               |
| a. The second year                                   | 26            |
| b. Three or more years                               | 22            |

## Transition and turnover

|                                                                                                                                   | # of children |
|-----------------------------------------------------------------------------------------------------------------------------------|---------------|
| A.18 Total number of infants and toddlers who left the program any time after classes or home visits began and did not re-enroll  | 41            |
| a. Of the infants and toddlers who left the program above, the number of infants and toddlers who were enrolled less than 45 days | 13            |
| b. Of the infants and toddlers who left the program during the program year, the number who aged out of Early Head Start          | 24            |
| 1. Of the infants and toddlers who aged out of Early Head Start, the number who entered a Head Start program                      | 13            |
| 2. Of the infants and toddlers who aged out of Early Head Start, the number who entered another early childhood program           | 11            |
| 3. Of the infants and toddlers who aged out of Early Head Start, the number who did not enter another early childhood program     | 0             |

|                                                                                                                                                                | # of pregnant women |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| A.19 Total number of pregnant women who left the program after receiving Early Head Start services but before the birth of their infant, and did not re-enroll | 0                   |
| A.20 Number of pregnant women receiving Early Head Start services at the time their infant was born                                                            | 0                   |
| a. Of the pregnant women enrolled when their infant was born, the number whose infant was subsequently enrolled in the program                                 | 0                   |
| b. Of the pregnant women enrolled when their infant was born, the number whose infant was not subsequently enrolled in the program                             | 0                   |

## Attendance

|                                                                                                                 | # of children |
|-----------------------------------------------------------------------------------------------------------------|---------------|
| A.22 The total number of children cumulatively enrolled in the center-based or family child care program option | 88            |
| a. Of these children, the number of children that were chronically absent                                       | 69            |
| 1. Of the children chronically absent, the number that stayed enrolled until the end of enrollment              | 40            |

|                                                         |
|---------------------------------------------------------|
| A.23 Comments on children that were chronically absent: |
| Transportation and illness                              |

## Child care subsidy

|                                                                                                                                     | # of children |
|-------------------------------------------------------------------------------------------------------------------------------------|---------------|
| A.24 The number of enrolled children for whom the program and/or its partners received a child care subsidy during the program year | 0             |

## Ethnicity and race

|                                              | # of children / pregnant women   |                                          |
|----------------------------------------------|----------------------------------|------------------------------------------|
|                                              | (1)<br>Hispanic or Latino origin | (2)<br>Non-Hispanic or Non-Latino origin |
| A.25 Race and ethnicity                      |                                  |                                          |
| a. American Indian or Alaska Native          | 3                                | 15                                       |
| b. Asian                                     | 0                                | 0                                        |
| c. Black or African American                 | 0                                | 9                                        |
| d. Native Hawaiian or other Pacific Islander | 0                                | 0                                        |
| e. White                                     | 11                               | 32                                       |
| f. Bi-racial/Multi-racial                    | 2                                | 15                                       |
| g. Other                                     | 1                                | 0                                        |
| Explain:                                     | Hispanic                         |                                          |

|                                  | # of children / pregnant women |
|----------------------------------|--------------------------------|
| h. Unspecified ethnicity or race | 0                              |

## Primary language of family at home

|                                                                                                        | # of children |
|--------------------------------------------------------------------------------------------------------|---------------|
| A.26 Primary language of family at home:                                                               |               |
| a. English                                                                                             | 88            |
| 1. Of these, the number of children acquiring/learning another language in addition to English         | 4             |
| b. Spanish                                                                                             | 0             |
| c. Native Central American, South American & Mexican Languages (e.g., Mixteco, Quichean.)              | 0             |
| d. Caribbean Languages (e.g., Haitian-Creole, Patois)                                                  | 0             |
| e. Middle Eastern & South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)                 | 0             |
| f. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)                                           | 0             |
| g. Native North American/Alaska Native Languages                                                       | 0             |
| h. Pacific Island Languages (e.g., Palauan, Fijian)                                                    | 0             |
| i. European & Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian) | 0             |
| j. African Languages (e.g., Swahili, Wolof)                                                            | 0             |
| k. American Sign Language                                                                              | 0             |
| l. Other (e.g., American Sign Language)                                                                | 0             |

|                                                                                          |   |
|------------------------------------------------------------------------------------------|---|
| m. Unspecified (language is not known or parents declined identifying the home language) | 0 |
|------------------------------------------------------------------------------------------|---|

## Dual language learners

|                                             | # of children |
|---------------------------------------------|---------------|
| A.27 Total number of Dual Language Learners | 4             |

## Transportation

|                                                                                 | # of children |
|---------------------------------------------------------------------------------|---------------|
| A.28 Number of children for whom transportation is provided to and from classes | 0             |

## RECORD KEEPING

### Management Information Systems

| A.29 List the management information system(s) your program uses to support tracking, maintaining, and using data on enrollees, program services, families, and program staff. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name/title                                                                                                                                                                     |
| ChildPlus                                                                                                                                                                      |

## B. PROGRAM STAFF & QUALIFICATIONS

### TOTAL STAFF

#### Staff by type

|                                                                                                                | (1)<br># of Head Start or<br>Early Head Start<br>staff | (2)<br># of contracted<br>staff |
|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------------------|
| B.1 Total number of staff members, regardless of the funding source for their salary or number of hours worked | 43                                                     | 0                               |
| a. Of these, the number who are current or former Head Start or Early Head Start parents                       | 13                                                     | 0                               |

### TOTAL VOLUNTEERS

#### Volunteers by type

|                                                                                               | # of volunteers |
|-----------------------------------------------------------------------------------------------|-----------------|
| B.2 Number of persons providing any volunteer services to the program during the program year | 226             |
| a. Of these, the number who are current or former Head Start or Early Head Start parents      | 214             |

### EDUCATION AND CHILD DEVELOPMENT STAFF

#### Infant and toddler classroom teachers (EHS and Migrant programs)

|                                                           | # of classroom<br>teachers |
|-----------------------------------------------------------|----------------------------|
| B.6 Total number of infant and toddler classroom teachers | 15                         |

|                                                                                                                                           | # of classroom<br>teachers |
|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following:                                                    |                            |
| a. An advanced degree in:                                                                                                                 |                            |
| 1. Early childhood education with a focus on infant and toddler development or                                                            |                            |
| 2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers | 0                          |

|                                                                                                                                           | # of classroom<br>teachers |
|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following:                                                    |                            |
| b. A baccalaureate degree in:                                                                                                             |                            |
| 1. Early childhood education with a focus on infant and toddler development or                                                            |                            |
| 2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers | 2                          |

|                                                                                                                                                                             | # of classroom<br>teachers |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following:                                                                                      |                            |
| c. An associate degree in:                                                                                                                                                  |                            |
| 1. Early childhood education with a focus on infant and toddler development or                                                                                              |                            |
| 2. A field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching infants and/or toddlers | 2                          |

|                                                                                                                                                                                               | # of classroom teachers |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following:                                                                                                        |                         |
| d. A Child Development Associate (CDA) credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements                                             | 6                       |
| 1. Of these, a CDA credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working | 6                       |

|                                                                                        | # of classroom teachers |
|----------------------------------------------------------------------------------------|-------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following: |                         |
| e. None of the qualifications listed in B.6.a through B.6.d                            | 5                       |

|                                                                                                                                                                                                              | # of classroom teachers |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| B.7 Total number of infant and toddler classroom teachers that do not have any qualifications listed in B.6.a through B.6.d                                                                                  | 5                       |
| a. Of these infant and toddler classroom teachers, the number enrolled in a degree, certification, credential, or licensure program that would meet one of the qualifications listed in B.6.a through B.6.d. | 5                       |

## Home visitors and family child care provider staff qualifications

|                                                                                                                                                                                                | # of home visitors |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| B.8 Total number of home visitors                                                                                                                                                              | 0                  |
| a. Of these, the number of home visitors that have a home-based CDA credential or comparable credential, or equivalent coursework as part of an associate's, baccalaureate, or advanced degree | 0                  |
| 1. Of these, the number of home visitors that hold a baccalaureate or advanced degree                                                                                                          | 0                  |
| b. Of these, the number of home visitors that do not meet one of the qualifications described in B.8.a.                                                                                        | 0                  |
| 1. Of the home visitors in B.8.b, the number enrolled in a degree or credential program that would meet a qualification described in B.8.a.                                                    | 0                  |

|                                                                                                                                                                                                                               | # of family child care providers |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| B.9 Total number of family child care providers                                                                                                                                                                               | 0                                |
| a. Of these, the number of family child care providers that have a Family Child Care CDA credential or state equivalent, or an associate, baccalaureate, or advanced degree in child development or early childhood education | 0                                |
| 1. Of these, the number of family child care providers that hold a baccalaureate or advanced degree in child development or early childhood education                                                                         | 0                                |
| b. Of these, the number of family child care providers that do not meet one of the qualifications described in B.9.a.                                                                                                         | 0                                |
| 1. Of the family child care providers in B.9.b, the number enrolled in a degree or credential program that would meet a qualification described in B.9.a.                                                                     | 0                                |

|                                                                                                                                                               | # of child development specialists |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| B.10 Total number of child development specialists that support family child care providers                                                                   | 0                                  |
| a. Of these, the number of child development specialists that have a baccalaureate degree in child development, early childhood education, or a related field | 0                                  |
| b. Of these, the number of child development specialists that do not meet one of the qualifications described in B.10.a.                                      | 0                                  |

|                                                                                                                                                               | # of child development specialists |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| 1. Of the child development specialists in B.10.b, the number enrolled in a degree or credential program that would meet a qualification described in B.10.a. | 0                                  |

## Ethnicity and race

|                                              | # of non-supervisory education and child development staff |                                                            |
|----------------------------------------------|------------------------------------------------------------|------------------------------------------------------------|
|                                              | (1)<br>Hispanic or Latino origin                           | (2)<br>Non-Hispanic or Non-Latino origin                   |
| <b>B.13 Race and Ethnicity</b>               |                                                            |                                                            |
| a. American Indian or Alaska Native          | 0                                                          | 2                                                          |
| b. Asian                                     | 0                                                          | 0                                                          |
| c. Black or African American                 | 0                                                          | 1                                                          |
| d. Native Hawaiian or other Pacific Islander | 0                                                          | 1                                                          |
| e. White                                     | 0                                                          | 11                                                         |
| f. Biracial/Multi-racial                     | 0                                                          | 0                                                          |
| g. Other                                     | 0                                                          | 0                                                          |
|                                              |                                                            | # of non-supervisory education and child development staff |
| h. Unspecified ethnicity or race             |                                                            | 0                                                          |

## Language

|                                                                                                          | # of non-supervisory education and child development staff |
|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| <b>B.14</b> The number who are proficient in a language(s) other than English.                           | 1                                                          |
| a. Of these, the number who are proficient in more than one language other than English                  | 0                                                          |
| <b>B.15</b> Language groups in which staff are proficient:                                               | # of non-supervisory education and child development staff |
| a. Spanish                                                                                               | 0                                                          |
| b. Native Central American, South American, and Mexican Languages (e.g., Mixteco, Quichean.)             | 0                                                          |
| c. Caribbean Languages (e.g., Haitian-Creole, Patois)                                                    | 0                                                          |
| d. Middle Eastern and South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)                 | 0                                                          |
| e. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)                                             | 0                                                          |
| f. Native North American/Alaska Native Languages                                                         | 0                                                          |
| g. Pacific Island Languages (e.g., Palauan, Fijian)                                                      | 1                                                          |
| h. European and Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian) | 0                                                          |
| i. African Languages (e.g., Swahili, Wolof)                                                              | 0                                                          |
| j. American Sign Language                                                                                | 0                                                          |
| k. Other                                                                                                 | 0                                                          |

|                                                                                   |   |
|-----------------------------------------------------------------------------------|---|
| I. Unspecified (language is not known or staff declined identifying the language) | 0 |
|-----------------------------------------------------------------------------------|---|

## STAFF TURNOVER

### All staff turnover

|                                                                                                                                                          | (1)<br># of Head Start<br>or Early Head<br>Start staff | (2)<br># of contracted<br>staff |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------------------|
| B.16 Total number of staff who left during the program year (including turnover that occurred while the program was not in session, e.g., summer months) | 9                                                      | 0                               |
| a. Of these, the number who were replaced                                                                                                                | 7                                                      | 0                               |

### Education and child development staff turnover

|                                                                                                                                                                                                                                                                       | # of staff |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| B.17 The number of classroom teachers, preschool assistant teachers, family child care providers, and home visitors who left during the program year (including turnover that occurred while classes and home visits were not in session, e.g., during summer months) | 6          |
| a. Of these, the number who were replaced                                                                                                                                                                                                                             | 5          |
| b. Of these, the number who left while classes and home visits were in session                                                                                                                                                                                        | 6          |
| c. Of these, the number that were classroom teachers who left the program                                                                                                                                                                                             | 6          |

|                                                                                                                               | # of staff |
|-------------------------------------------------------------------------------------------------------------------------------|------------|
| B.18 Of the number of education and child development staff that left, the number that left for the following primary reason: |            |
| a. Higher compensation                                                                                                        | 0          |
| 1. Of these, the number that moved to state pre-k or other early childhood program                                            | 0          |
| b. Retirement or relocation                                                                                                   | 0          |
| c. Involuntary separation                                                                                                     | 0          |
| d. Other (e.g., change in job field, reason not provided)                                                                     | 6          |
| 1. Specify: Reason not provided                                                                                               |            |
| B.19 Number of vacancies during the program year that remained unfilled for a period of 3 months or longer                    | 0          |

## C. CHILD AND HEALTH SERVICES

### HEALTH SERVICES

#### Health insurance – children

|                                                                                                                                                    | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.1 Number of all children with health insurance                                                                                                   | 82                                    | 82                                           |
| a. Of these, the number enrolled in Medicaid and/or CHIP                                                                                           | 79                                    | 79                                           |
| b. Of these, the number enrolled in state-only funded insurance (e.g., medically indigent insurance), private insurance, or other health insurance | 3                                     | 3                                            |
| C.2 Number of children with no health insurance                                                                                                    | 6                                     | 6                                            |

#### Health insurance - pregnant women (EHS programs)

|                                                                                                                                                    | (1)<br># of pregnant<br>women at<br>enrollment | (2)<br># of pregnant<br>women at end of<br>enrollment |
|----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|-------------------------------------------------------|
| C.3 Number of pregnant women with at least one type of health insurance                                                                            | 0                                              | 0                                                     |
| a. Of these, the number enrolled in Medicaid                                                                                                       | 0                                              | 0                                                     |
| b. Of these, the number enrolled in state-only funded insurance (e.g., medically indigent insurance), private insurance, or other health insurance | 0                                              | 0                                                     |
| C.4 Number of pregnant women with no health insurance                                                                                              | 0                                              | 0                                                     |

#### Accessible health care - children

|                                                                                                                                                                                                                                       | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.5 Number of children with an ongoing source of continuous, accessible health care provided by a health care professional that maintains the child's ongoing health record and is not primarily a source of emergency or urgent care | 83                                    | 83                                           |
| a. Of these, the number of children that have accessible health care through a federally qualified Health Center, Indian Health Service, Tribal and/or Urban Indian Health Program facility                                           | 5                                     | 5                                            |

#### Accessible health care - pregnant women (EHS Programs)

|                                                                                                                                                                                                                                       | (1)<br># of pregnant<br>women at<br>enrollment | (2)<br># of pregnant<br>women at end of<br>enrollment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|-------------------------------------------------------|
| C.6 Number of pregnant women with an ongoing source of continuous, accessible health care provided by a health care professional that maintains their ongoing health record and is not primarily a source of emergency or urgent care | 0                                              | 0                                                     |

## Medical services – children

|                                                                                                                                                                                     | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.7 Number of children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care | 12                                    | 56                                           |

|                                                                                                                                                  | # of children |
|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.8. Number of children diagnosed with any chronic condition by a health care professional, regardless of when the condition was first diagnosed | 3             |
| a. Of these, the number who received medical treatment for their diagnosed chronic health condition                                              | 2             |

| b. Specify the primary reason that children with any chronic condition diagnosed by a health care professional did not receive medical treatment: | # of children |
|---------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 1. No medical treatment needed                                                                                                                    | 1             |
| 2. No health insurance                                                                                                                            | 0             |
| 3. Parents did not keep/make appointment                                                                                                          | 0             |
| 4. Children left the program before their appointment date                                                                                        | 0             |
| 5. Appointment is scheduled for future date                                                                                                       | 0             |
| 6. Other                                                                                                                                          | 0             |

| C.9 Number of children diagnosed by a health care professional with the following chronic condition, regardless of when the condition was first diagnosed: | # of children |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| a. Autism spectrum disorder (ASD)                                                                                                                          | 0             |
| b. Attention deficit hyperactivity disorder (ADHD)                                                                                                         | 0             |
| c. Asthma                                                                                                                                                  | 1             |
| d. Seizures                                                                                                                                                | 0             |
| e. Life-threatening allergies (e.g., food allergies, bee stings, and medication allergies that may result in systemic anaphylaxis)                         | 0             |
| f. Hearing Problems                                                                                                                                        | 0             |
| g. Vision Problems                                                                                                                                         | 0             |
| h. Blood lead level test with elevated lead levels >5 g/dL                                                                                                 | 1             |
| i. Diabetes                                                                                                                                                | 0             |

## Immunization services - children

|                                                                                                                                                                                                               | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.11 Number of children who have been determined by a health care professional to be up-to-date on all immunizations appropriate for their age                                                                | 87                                    | 87                                           |
| C.12 Number of children who have been determined by a health care professional to have received all immunizations possible at this time but who have not received all immunizations appropriate for their age | 0                                     | 0                                            |
| C.13 Number of children who meet their state's guidelines for an exemption from immunizations                                                                                                                 | 1                                     | 1                                            |

## Medical and wellbeing services – pregnant women (EHS programs)

|                                                                                                       | # of pregnant women |
|-------------------------------------------------------------------------------------------------------|---------------------|
| C.14 Indicate the number of pregnant women who received the following services while enrolled in EHS: |                     |
| a. Prenatal health care                                                                               | 0                   |
| b. Postpartum health care                                                                             | 0                   |
| c. Scheduled a newborn visit within two weeks after the infant's birth                                | 0                   |
| d. A professional oral health assessment, examination, and/or treatment                               | 0                   |
| e. Mental health interventions and follow up                                                          | 0                   |
| f. Education on fetal development                                                                     | 0                   |
| g. Education on the benefits of breastfeeding                                                         | 0                   |
| h. Education on the importance of nutrition                                                           | 0                   |
| i. Education on infant care and safe sleep practices                                                  | 0                   |
| j. Education on the risks of alcohol, drugs, and/or smoking                                           | 0                   |
| k. Facilitating access to substance abuse treatment (i.e., alcohol, drugs, and/or smoking)            | 0                   |

## Prenatal health – pregnant women (EHS programs)

|                                                                                                                                      | # of pregnant women |
|--------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| C.15 Trimester of pregnancy in which the pregnant women served were enrolled:                                                        |                     |
| a. 1st trimester (0-3 months)                                                                                                        | 0                   |
| b. 2nd trimester (3-6 months)                                                                                                        | 0                   |
| c. 3rd trimester (6-9 months)                                                                                                        | 0                   |
| C.16 Of the total served, the number whose pregnancies were identified as medically high risk by a physician or health care provider | 0                   |

## Newborn visit - pregnant women(EHS programs)

|                                                                          | # of pregnant women |
|--------------------------------------------------------------------------|---------------------|
| C.17 Indicate the number of pregnant women that received a newborn visit |                     |
| a. Within two weeks after the infant's birth                             | 0                   |
| b. Between two to six weeks after the infant's birth                     | 0                   |
| c. After six weeks following the infant's birth                          | 0                   |

## ORAL HEALTH

### Accessible dental care - children

|                                                                                                                                                                                    | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.18 Number of children with continuous, accessible oral care provided by an oral health care professional which includes access to oral health preventive care and oral treatment | 78                                    | 78                                           |

|                                                                                                        | # of children |
|--------------------------------------------------------------------------------------------------------|---------------|
| C.19 Number of children who received oral health preventive care during the program year               | 88            |
| C.20 Number of all children who have completed a professional oral examination during the program year | 37            |
| a. Of these, the number of children diagnosed as needing oral treatment during the program year        | 2             |
| 1. Of these, the number of children who received oral treatment during the program year                | 2             |
| b. Specify the primary reason that children who needed dental treatment did not receive it:            | # of children |
| 1. Health insurance doesn't cover oral treatment                                                       | 0             |
| 2. No oral care available in local area                                                                | 0             |
| 3. Medicaid not accepted by dentist                                                                    | 0             |
| 4. Dentists in the area do not treat 3- to 5-year-old children                                         | 0             |
| 5. Dentists in the area do not treat children below age 3                                              | 0             |
| 6. Parents did not keep/make appointment                                                               | 0             |
| 7. Children left the program before their appointment date                                             | 0             |
| 8. Appointment is scheduled for future date                                                            | 0             |
| 9. No transportation                                                                                   | 0             |
| 10. Other                                                                                              | 0             |

## Mental health consultation

|                                                                                                                                                                                           | # of staff |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| C.21 Total number of classroom teachers, home visitors, and family child care providers                                                                                                   | 15         |
| a. Indicate the number of classroom teachers, home visitors, and family child care providers who received assistance from a mental health consultant through observation and consultation | 15         |

## DISABILITIES SERVICES

### IDEA eligibility determination

|                                                                                                                                                                                                                                       | # of children |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.22 The total number of children referred for an evaluation to determine eligibility under the Individuals with Disabilities Education Act (IDEA) during the program year                                                            | 0             |
| a. Of these, the number who received an evaluation to determine IDEA eligibility                                                                                                                                                      | 0             |
| 1. Of the children that received an evaluation, the number that were diagnosed with a disability under IDEA                                                                                                                           | 0             |
| 2. Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA                                                                                                                       | 0             |
| 1. Of these children, the number for which the program is still providing or facilitating individualized services and supports such as an individual learning plan or supports described under Section 504 of the Rehabilitation Act. | 0             |
| b. Of these, the number who did not receive an evaluation to determine IDEA eligibility                                                                                                                                               | 0             |
|                                                                                                                                                                                                                                       | # of children |
| C.23 Specify the primary reason that children referred for an evaluation to determine IDEA eligibility did not receive it:                                                                                                            |               |
| a. The responsible agency assigned child to Response to Intervention (RTI)                                                                                                                                                            | 0             |
| b. Parent(s) refused evaluation                                                                                                                                                                                                       | 0             |
| c. Evaluation is pending and not yet completed by responsible agency                                                                                                                                                                  | 0             |
| d. Other                                                                                                                                                                                                                              | 0             |

## Infant and toddler Part C early intervention services (EHS and Migrant programs)

|                                                                                                                                                                                                                                                                | # of children |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.25 Number of children enrolled in the program who had an Individualized Family Service Plan (IFSP), at any time during the program year, indicating they were determined eligible by the Part C Agency to receive early intervention services under the IDEA | 0             |
| a. Of these, the number who were determined eligible to receive early intervention services:                                                                                                                                                                   | # of children |
| 1. Prior to this program year                                                                                                                                                                                                                                  | 0             |
| 2. During this enrollment year                                                                                                                                                                                                                                 | 0             |
| b. Of these, the number who have not received early intervention services under IDEA                                                                                                                                                                           | 0             |

## EDUCATION AND DEVELOPMENT TOOLS/APPROACHES

### Screening

|                                                                                                                                                                                    | # of children |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.27 Number of all newly enrolled children since last year's PIR was reported                                                                                                      | 40            |
| C.28 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory, and behavioral concerns since last year's PIR was reported | 40            |
| a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability                                                 | 15            |

|                                                                        |
|------------------------------------------------------------------------|
| C.29 The instrument(s) used by the program for developmental screening |
| <i>Name/title</i>                                                      |
| ASQ (all editions)                                                     |
| PLS 5                                                                  |

### Assessment

|                                                                                  |
|----------------------------------------------------------------------------------|
| C.30 Approach or tool(s) used by the program to support ongoing child assessment |
| <i>Name/title</i>                                                                |
| Teaching Strategies GOLD Online                                                  |
| Creative Curriculum (all editions)                                               |

### Curriculum

|                                                                                  |
|----------------------------------------------------------------------------------|
| C.31 Curriculum used by the program:                                             |
| a. For center-based services                                                     |
| <i>Name/title</i>                                                                |
| Creative Curriculum (Early Childhood)                                            |
| e. For building on the parents' knowledge and skill (i.e., parenting curriculum) |
| <i>Name/title</i>                                                                |
| Love and Logic                                                                   |

### Classroom and home visit observation tools

|                                                                                                  | Yes (Y) / No (N) |
|--------------------------------------------------------------------------------------------------|------------------|
| C.32 Does the program routinely use classroom or home visit observation tools to assess quality? | Yes              |

|                                                                                |
|--------------------------------------------------------------------------------|
| C.33 If yes, classroom and home visit observation tool(s) used by the program: |
| a. Center-based settings                                                       |
| <i>Name/title</i>                                                              |
| Classroom Assessment Scoring System (CLASS: Infant, Toddler, or Pre-K)         |

## FAMILY AND COMMUNITY PARTNERSHIPS

### Number of families

|                                                                                                              | # of families at enrollment |
|--------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.34 Total number of families:                                                                               | 71                          |
| a. Of these, the number of two-parent families                                                               | 21                          |
| b. Of these, the number of single-parent families                                                            | 50                          |
| C.35 Of the total number of families, the number in which the parent/guardian figures are best described as: |                             |
| a. Parent(s) (e.g., biological, adoptive, stepparents)                                                       | 69                          |
| 1. Of these, the number of families with a mother only (biological, adoptive, stepmother)                    | 47                          |
| 2. Of these, the number of families with a father only (biological, adoptive, stepfather)                    | 3                           |
| b. Grandparents                                                                                              | 1                           |
| c. Relative(s) other than grandparents                                                                       | 0                           |
| d. Foster parent(s) not including relatives                                                                  | 1                           |
| e. Other                                                                                                     | 0                           |

### Parent/guardian education

|                                                                                                                       | # of families at enrollment |
|-----------------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.36 Of the total number of families, the highest level of education obtained by the child's parent(s) / guardian(s): |                             |
| a. An advanced degree or baccalaureate degree                                                                         | 22                          |
| b. An associate degree, vocational school, or some college                                                            | 5                           |
| c. A high school graduate or GED                                                                                      | 39                          |
| d. Less than high school graduate                                                                                     | 5                           |

### Employment, Job Training, and School

|                                                                                                                                                                                          | # of families at enrollment |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.37 Total number of families in which:                                                                                                                                                  |                             |
| a. At least one parent/guardian is employed, in job training, or in school at enrollment                                                                                                 | 54                          |
| 1. Of these families, the number in which one or more parent/guardian is employed                                                                                                        | 53                          |
| 2. Of these families, the number in which one or more parent/guardian is in job training (e.g., job training program, professional certificate, apprenticeship, or occupational license) | 3                           |
| 3. Of these families, the number in which one or more parent/guardian is in school (e.g., GED, associate degree, baccalaureate, or advanced degree)                                      | 1                           |
| b. Neither/No parent/guardian is employed, in job training, or in school at enrollment (e.g., unemployed, retired, or disabled)                                                          | 15                          |

|                                                                                                                                                          | # of families at end of enrollment |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| <b>C.38 Total number of families in which:</b>                                                                                                           |                                    |
| a. At least one parent/guardian is employed, in job training, or in school at end of enrollment                                                          | 51                                 |
| 1. Of these families, the number of families that were also counted in C.37.a (as having been employed, in job training, or in school at enrollment)     | 51                                 |
| 2. Of these families, the number of families that were also counted in C.37.b (as having not been employed, in job training, or in school at enrollment) | 0                                  |
| b. Neither/No parent/guardian is employed, in job training, or in school at end of enrollment (e.g., unemployed, retired, or disabled)                   | 15                                 |
| 1. Of these families, the number of families that were also counted in C.37.a                                                                            | 0                                  |
| 2. Of these families, the number of families that were also counted in C.37.b                                                                            | 15                                 |

|                                                                                          | # of families at enrollment |
|------------------------------------------------------------------------------------------|-----------------------------|
| <b>C.39 Total number of families in which:</b>                                           |                             |
| a. At least one parent/guardian is a member of the United States military on active duty | 1                           |
| b. At least one parent/guardian is a veteran of the United States military               | 3                           |

## Federal or other assistance

|                                                                                                                                                     | # of families at enrollment | # of families at end of enrollment |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------|
| C.40 Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance to Needy Families (TANF) Program | 3                           | 3                                  |
| C.41 Total number of families receiving Supplemental Security Income (SSI)                                                                          | 5                           | 5                                  |
| C.42 Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)            | 61                          | 61                                 |
| C.43 Total number of families receiving benefits under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps    | 49                          | 49                                 |

## Family services

|                                                                                                        | # of families |
|--------------------------------------------------------------------------------------------------------|---------------|
| C.44 The number of families that received the following program service to promote family outcomes:    |               |
| a. Emergency/crisis intervention (e.g., meeting immediate needs for food, clothing, or shelter)        | 43            |
| b. Housing assistance (e.g., subsidies, utilities, repairs)                                            | 0             |
| c. Asset building services (e.g., financial education, debt counseling)                                | 42            |
| d. Mental health services                                                                              | 42            |
| e. Substance misuse prevention                                                                         | 0             |
| f. Substance misuse treatment                                                                          | 0             |
| g. English as a Second Language (ESL) training                                                         | 0             |
| h. Assistance in enrolling into an education or job training program                                   | 42            |
| i. Research-based parenting curriculum                                                                 | 42            |
| j. Involvement in discussing their child's screening and assessment results and their child's progress | 42            |
| k. Supporting transitions between programs (i.e., EHS to HS, HS to kindergarten)                       | 42            |
| l. Education on preventive medical and oral health                                                     | 42            |
| m. Education on health and developmental consequences of tobacco product use                           | 4             |
| n. Education on nutrition                                                                              | 42            |
| o. Education on postpartum care (e.g., breastfeeding support)                                          | 0             |
| p. Education on relationship/marriage                                                                  | 1             |
| q. Assistance to families of incarcerated individuals                                                  | 0             |
| C.45 Of these, the number of families who were counted in at least one of the services listed above    | 43            |

## Father engagement

|                                                                                                                          | # of father/ father figures |
|--------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.46 Number of fathers/father figures who were engaged in the following activities during this program year:             |                             |
| a. Family assessment                                                                                                     | 7                           |
| b. Family goal setting                                                                                                   | 6                           |
| c. Involvement in child's Head Start child development experiences (e.g., home visits, parent-teacher conferences, etc.) | 9                           |
| d. Head Start program governance, such as participation in the Policy Council or policy committees                       | 1                           |
| e. Parenting education workshops                                                                                         | 0                           |

## Homelessness services

|                                                                                                     | # of families |
|-----------------------------------------------------------------------------------------------------|---------------|
| C.47 Total number of families experiencing homelessness that were served during the enrollment year | 0             |
|                                                                                                     | # of children |
| C.48 Total number of children experiencing homelessness that were served during the enrollment year | 0             |

|                                                                                                          | # of families |
|----------------------------------------------------------------------------------------------------------|---------------|
| C.49 Total number of families experiencing homelessness that acquired housing during the enrollment year | 0             |

## Foster care and child welfare

|                                                                                                                            | # of children |
|----------------------------------------------------------------------------------------------------------------------------|---------------|
| C.50 Total number of enrolled children who were in foster care at any point during the program year                        | 2             |
| C.51 Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency | 0             |

## REPORTING INFORMATION

|                     |             |
|---------------------|-------------|
| PIR Report Status   | Completed   |
| Confirmation Number | 24082963591 |
| Last Update Date    | 08/29/2024  |



# 2023-2024 EARLY HEAD START PROGRAM INFORMATION REPORT

## 06HP000312-200 LIFT Early Head Start-Child Care Program

### A. PROGRAM INFORMATION

#### GENERAL INFORMATION

|                                               |                                                                |
|-----------------------------------------------|----------------------------------------------------------------|
| Grant Number                                  | 06HP000312                                                     |
| Program Number                                | 200                                                            |
| Program Type                                  | Early Head Start                                               |
| Program Name                                  | LIFT Early Head Start-Child Care Program                       |
| Program Address                               | 1005 S 5th St                                                  |
| Program City, State, Zip Code (5+4)           | Hugo, OK, 74743-8013                                           |
| Program Phone Number                          | (580) 326 7581                                                 |
| Head Start or Early Head Start Director Name  | Ms. Darla Galyon                                               |
| Head Start or Early Head Start Director Email | darla.galyon@liftca.org                                        |
| Agency Email                                  | darla.galyon@liftca.org                                        |
| Agency Web Site Address                       | https://liftca.org/                                            |
| Name and Title of Approving Official          | Mr. David Hawkins, Governing Board Chairperson                 |
| Unique Entity Identifier (UEI)                | XL9DVU1YDGU2                                                   |
| Agency Type                                   | Community Action Agency (CAA)                                  |
| Agency Description                            | Grantee that directly operates program(s) and has no delegates |

#### FUNDED ENROLLMENT

##### Funded enrollment by funding source

|                                                                                                                                | # of children / pregnant women |
|--------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| A.1 Funded Enrollment:                                                                                                         | 120                            |
| a. Head Start/Early Head Start Funded Enrollment, as identified on the NOA that captures the greatest part of the program year | 120                            |
| b. Funded Enrollment from non-federal sources, i.e., state, local, private                                                     | 0                              |
| c. Funded Enrollment from the MIECHV Grant Program using the Early Head Start home visiting model                              | 0                              |

##### Funded enrollment by program option

|                                                                                                                                                                  | # of slots |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| A.2 Center-based option                                                                                                                                          |            |
| a. Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers | 120        |
| 1. Of these, the number that are available for the full-working-day                                                                                              | 0          |
| 2. Of these, the number that are available for the full-calendar-year                                                                                            | 0          |
| 3. Of these, the number that are available for the full-working-day and full-calendar-year                                                                       | 120        |
| b. Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers          | 0          |
| 1. Of these, the number that are available for 3.5 hours per day for 128 days                                                                                    | 0          |
| 2. Of these, the number that are available for a full working day                                                                                                | 0          |
| A.3 Home-based option                                                                                                                                            | 0          |
| A.4 Family child care option                                                                                                                                     | 0          |
| A.5 Locally designed option                                                                                                                                      | 0          |

|                          | # of pregnant women slots |
|--------------------------|---------------------------|
| A.6 Pregnant women slots | 0                         |

### Funded slots at child care partner

|                                                                                                                                     | # of slots |
|-------------------------------------------------------------------------------------------------------------------------------------|------------|
| A.7 Total number of slots in the center-based or locally designed option                                                            | 120        |
| a. Of these, the total number of slots at a child care partner                                                                      | 0          |
| A.8 Total funded enrollment at child care partners (includes center-based, locally designed, and family child care program options) | 0          |

### CLASSES IN CENTER-BASED

|                                                   | # of classes |
|---------------------------------------------------|--------------|
| A.9 Total number of center-based classes operated | 24           |
| a. Of these, the number of double session classes | 0            |

### CUMULATIVE ENROLLMENT

#### Children by age

|                                            | # of children |
|--------------------------------------------|---------------|
| A.10 Children by age:                      |               |
| a. Under 1 year                            | 62            |
| b. 1 year old                              | 68            |
| c. 2 years old                             | 48            |
| d. 3 years old                             | 23            |
| e. 4 years old                             | 0             |
| f. 5 years and older                       | 0             |
| g. Total cumulative enrollment of children | 201           |

#### Pregnant women (EHS programs)

|                                              | # of pregnant women |
|----------------------------------------------|---------------------|
| A.11 Cumulative enrollment of pregnant women | 0                   |

#### Total cumulative enrollment

|                                  | # of children / pregnant women |
|----------------------------------|--------------------------------|
| A.12 Total cumulative enrollment | 201                            |

## Primary type of documentation used for determining eligibility

|                                                                                 | # of children /<br>pregnant women |
|---------------------------------------------------------------------------------|-----------------------------------|
| A.13 Report each enrollee only once by primary type of eligibility:             |                                   |
| a. Income at or below 100% of federal poverty line                              | 39                                |
| b. Public assistance*                                                           | 129                               |
| 1. TANF documentation                                                           | 6                                 |
| 2. SSI documentation                                                            | 2                                 |
| 3. SNAP documentation                                                           | 121                               |
| c. Foster care                                                                  | 5                                 |
| d. Homeless                                                                     | 1                                 |
| e. Eligibility based on other type of need, but not counted in A.13.a through d | 17                                |

|                                                                                                   | # of children /<br>pregnant women |
|---------------------------------------------------------------------------------------------------|-----------------------------------|
| f. Incomes between 100% and 130% of the federal poverty line, but not counted in A.13.a through e | 10                                |

|                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A.14 If the program serves enrollees under A.13.f, specify how the program has demonstrated that all children in their area that would be eligible under A.13.a to A.13.d are being served.                                                                                                                                                                           |
| Recruitment strategies including targeted social media posts, in person recruitment events throughout communities, local radio and newspaper ads, and flyers and signs posted in the community. We have also been awarded a medically underserved designation in select locations which allows us to enroll up to 50% above income children within those communities. |

## Prior enrollment

|                                                      | # of children |
|------------------------------------------------------|---------------|
| A.15 Enrolled in Head Start or Early Head Start for: |               |
| a. The second year                                   | 68            |
| b. Three or more years                               | 39            |

## Transition and turnover

|                                                                                                                                   | # of children |
|-----------------------------------------------------------------------------------------------------------------------------------|---------------|
| A.18 Total number of infants and toddlers who left the program any time after classes or home visits began and did not re-enroll  | 95            |
| a. Of the infants and toddlers who left the program above, the number of infants and toddlers who were enrolled less than 45 days | 28            |
| b. Of the infants and toddlers who left the program during the program year, the number who aged out of Early Head Start          | 48            |
| 1. Of the infants and toddlers who aged out of Early Head Start, the number who entered a Head Start program                      | 18            |
| 2. Of the infants and toddlers who aged out of Early Head Start, the number who entered another early childhood program           | 30            |
| 3. Of the infants and toddlers who aged out of Early Head Start, the number who did not enter another early childhood program     | 0             |

|                                                                                                                                                                | # of pregnant women |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| A.19 Total number of pregnant women who left the program after receiving Early Head Start services but before the birth of their infant, and did not re-enroll | 0                   |
| A.20 Number of pregnant women receiving Early Head Start services at the time their infant was born                                                            | 0                   |
| a. Of the pregnant women enrolled when their infant was born, the number whose infant was subsequently enrolled in the program                                 | 0                   |
| b. Of the pregnant women enrolled when their infant was born, the number whose infant was not subsequently enrolled in the program                             | 0                   |

## Attendance

|                                                                                                                 | # of children |
|-----------------------------------------------------------------------------------------------------------------|---------------|
| A.22 The total number of children cumulatively enrolled in the center-based or family child care program option | 201           |
| a. Of these children, the number of children that were chronically absent                                       | 135           |
| 1. Of the children chronically absent, the number that stayed enrolled until the end of enrollment              | 65            |
| A.23 Comments on children that were chronically absent:                                                         |               |
| Transportation and illness                                                                                      |               |

## Child care subsidy

|                                                                                                                                     | # of children |
|-------------------------------------------------------------------------------------------------------------------------------------|---------------|
| A.24 The number of enrolled children for whom the program and/or its partners received a child care subsidy during the program year | 51            |

## Ethnicity and race

|                                              |              | # of children / pregnant women   |                                          |
|----------------------------------------------|--------------|----------------------------------|------------------------------------------|
|                                              |              | (1)<br>Hispanic or Latino origin | (2)<br>Non-Hispanic or Non-Latino origin |
| A.25 Race and ethnicity                      |              |                                  |                                          |
| a. American Indian or Alaska Native          |              | 0                                | 30                                       |
| b. Asian                                     |              | 0                                | 0                                        |
| c. Black or African American                 |              | 4                                | 47                                       |
| d. Native Hawaiian or other Pacific Islander |              | 0                                | 0                                        |
| e. White                                     |              | 5                                | 71                                       |
| f. Bi-racial/Multi-racial                    |              | 3                                | 37                                       |
| g. Other                                     |              | 4                                | 0                                        |
| Explain:                                     | undetermined |                                  |                                          |
|                                              |              | # of children / pregnant women   |                                          |
| h. Unspecified ethnicity or race             |              |                                  | 0                                        |

## Primary language of family at home

|                                                                                                        | # of children |
|--------------------------------------------------------------------------------------------------------|---------------|
| A.26 Primary language of family at home:                                                               |               |
| a. English                                                                                             | 198           |
| 1. Of these, the number of children acquiring/learning another language in addition to English         | 1             |
| b. Spanish                                                                                             | 3             |
| c. Native Central American, South American & Mexican Languages (e.g., Mixteco, Quichean.)              | 0             |
| d. Caribbean Languages (e.g., Haitian-Creole, Patois)                                                  | 0             |
| e. Middle Eastern & South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)                 | 0             |
| f. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)                                           | 0             |
| g. Native North American/Alaska Native Languages                                                       | 0             |
| h. Pacific Island Languages (e.g., Palauan, Fijian)                                                    | 0             |
| i. European & Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian) | 0             |
| j. African Languages (e.g., Swahili, Wolof)                                                            | 0             |
| k. American Sign Language                                                                              | 0             |
| l. Other (e.g., American Sign Language)                                                                | 0             |
| m. Unspecified (language is not known or parents declined identifying the home language)               | 0             |

## Dual language learners

|                                             | # of children |
|---------------------------------------------|---------------|
| A.27 Total number of Dual Language Learners | 4             |

## Transportation

|                                                                                 | # of children |
|---------------------------------------------------------------------------------|---------------|
| A.28 Number of children for whom transportation is provided to and from classes | 0             |

## RECORD KEEPING

### Management Information Systems

| A.29 List the management information system(s) your program uses to support tracking, maintaining, and using data on enrollees, program services, families, and program staff. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name/title                                                                                                                                                                     |
| ChildPlus                                                                                                                                                                      |

## B. PROGRAM STAFF & QUALIFICATIONS

### TOTAL STAFF

#### Staff by type

|                                                                                                                | (1)<br># of Head Start or<br>Early Head Start<br>staff | (2)<br># of contracted<br>staff |
|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------------------|
| B.1 Total number of staff members, regardless of the funding source for their salary or number of hours worked | 45                                                     | 19                              |
| a. Of these, the number who are current or former Head Start or Early Head Start parents                       | 13                                                     | 6                               |

### TOTAL VOLUNTEERS

#### Volunteers by type

|                                                                                               | # of volunteers |
|-----------------------------------------------------------------------------------------------|-----------------|
| B.2 Number of persons providing any volunteer services to the program during the program year | 295             |
| a. Of these, the number who are current or former Head Start or Early Head Start parents      | 223             |

### EDUCATION AND CHILD DEVELOPMENT STAFF

#### Infant and toddler classroom teachers (EHS and Migrant programs)

|                                                           | # of classroom<br>teachers |
|-----------------------------------------------------------|----------------------------|
| B.6 Total number of infant and toddler classroom teachers | 30                         |

|                                                                                                                                           | # of classroom<br>teachers |
|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following:                                                    |                            |
| a. An advanced degree in:                                                                                                                 |                            |
| 1. Early childhood education with a focus on infant and toddler development or                                                            |                            |
| 2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers | 0                          |

|                                                                                                                                           | # of classroom<br>teachers |
|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following:                                                    |                            |
| b. A baccalaureate degree in:                                                                                                             |                            |
| 1. Early childhood education with a focus on infant and toddler development or                                                            |                            |
| 2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers | 1                          |

|                                                                                                                                                                             | # of classroom<br>teachers |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following:                                                                                      |                            |
| c. An associate degree in:                                                                                                                                                  |                            |
| 1. Early childhood education with a focus on infant and toddler development or                                                                                              |                            |
| 2. A field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching infants and/or toddlers | 2                          |

|                                                                                                                                                                                               | # of classroom teachers |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following:                                                                                                        |                         |
| d. A Child Development Associate (CDA) credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements                                             | 13                      |
| 1. Of these, a CDA credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working | 13                      |

|                                                                                        | # of classroom teachers |
|----------------------------------------------------------------------------------------|-------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following: |                         |
| e. None of the qualifications listed in B.6.a through B.6.d                            | 14                      |

|                                                                                                                                                                                                              | # of classroom teachers |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| B.7 Total number of infant and toddler classroom teachers that do not have any qualifications listed in B.6.a through B.6.d                                                                                  | 14                      |
| a. Of these infant and toddler classroom teachers, the number enrolled in a degree, certification, credential, or licensure program that would meet one of the qualifications listed in B.6.a through B.6.d. | 14                      |

## Home visitors and family child care provider staff qualifications

|                                                                                                                                                                                                | # of home visitors |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| B.8 Total number of home visitors                                                                                                                                                              | 0                  |
| a. Of these, the number of home visitors that have a home-based CDA credential or comparable credential, or equivalent coursework as part of an associate's, baccalaureate, or advanced degree | 0                  |
| 1. Of these, the number of home visitors that hold a baccalaureate or advanced degree                                                                                                          | 0                  |
| b. Of these, the number of home visitors that do not meet one of the qualifications described in B.8.a.                                                                                        | 0                  |
| 1. Of the home visitors in B.8.b, the number enrolled in a degree or credential program that would meet a qualification described in B.8.a.                                                    | 0                  |

|                                                                                                                                                                                                                               | # of family child care providers |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| B.9 Total number of family child care providers                                                                                                                                                                               | 0                                |
| a. Of these, the number of family child care providers that have a Family Child Care CDA credential or state equivalent, or an associate, baccalaureate, or advanced degree in child development or early childhood education | 0                                |
| 1. Of these, the number of family child care providers that hold a baccalaureate or advanced degree in child development or early childhood education                                                                         | 0                                |
| b. Of these, the number of family child care providers that do not meet one of the qualifications described in B.9.a.                                                                                                         | 0                                |
| 1. Of the family child care providers in B.9.b, the number enrolled in a degree or credential program that would meet a qualification described in B.9.a.                                                                     | 0                                |

|                                                                                                                                                               | # of child development specialists |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| B.10 Total number of child development specialists that support family child care providers                                                                   | 0                                  |
| a. Of these, the number of child development specialists that have a baccalaureate degree in child development, early childhood education, or a related field | 0                                  |
| b. Of these, the number of child development specialists that do not meet one of the qualifications described in B.10.a.                                      | 0                                  |

|                                                                                                                                                               | # of child development specialists |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| 1. Of the child development specialists in B.10.b, the number enrolled in a degree or credential program that would meet a qualification described in B.10.a. | 0                                  |

## Ethnicity and race

|                                              | # of non-supervisory education and child development staff |                                                            |
|----------------------------------------------|------------------------------------------------------------|------------------------------------------------------------|
|                                              | (1)<br>Hispanic or Latino origin                           | (2)<br>Non-Hispanic or Non-Latino origin                   |
| <b>B.13 Race and Ethnicity</b>               |                                                            |                                                            |
| a. American Indian or Alaska Native          | 0                                                          | 5                                                          |
| b. Asian                                     | 0                                                          | 0                                                          |
| c. Black or African American                 | 0                                                          | 5                                                          |
| d. Native Hawaiian or other Pacific Islander | 0                                                          | 0                                                          |
| e. White                                     | 1                                                          | 19                                                         |
| f. Biracial/Multi-racial                     | 0                                                          | 0                                                          |
| g. Other                                     | 0                                                          | 0                                                          |
|                                              |                                                            | # of non-supervisory education and child development staff |
| h. Unspecified ethnicity or race             |                                                            | 0                                                          |

## Language

|                                                                                                          | # of non-supervisory education and child development staff |
|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| <b>B.14</b> The number who are proficient in a language(s) other than English.                           | 0                                                          |
| a. Of these, the number who are proficient in more than one language other than English                  | 0                                                          |
| <b>B.15</b> Language groups in which staff are proficient:                                               | # of non-supervisory education and child development staff |
| a. Spanish                                                                                               | 0                                                          |
| b. Native Central American, South American, and Mexican Languages (e.g., Mixteco, Quichean.)             | 0                                                          |
| c. Caribbean Languages (e.g., Haitian-Creole, Patois)                                                    | 0                                                          |
| d. Middle Eastern and South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)                 | 0                                                          |
| e. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)                                             | 0                                                          |
| f. Native North American/Alaska Native Languages                                                         | 0                                                          |
| g. Pacific Island Languages (e.g., Palauan, Fijian)                                                      | 0                                                          |
| h. European and Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian) | 0                                                          |
| i. African Languages (e.g., Swahili, Wolof)                                                              | 0                                                          |
| j. American Sign Language                                                                                | 0                                                          |
| k. Other                                                                                                 | 0                                                          |

|                                                                                   |   |
|-----------------------------------------------------------------------------------|---|
| I. Unspecified (language is not known or staff declined identifying the language) | 0 |
|-----------------------------------------------------------------------------------|---|

## STAFF TURNOVER

### All staff turnover

|                                                                                                                                                          | (1)<br># of Head Start<br>or Early Head<br>Start staff | (2)<br># of contracted<br>staff |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------------------|
| B.16 Total number of staff who left during the program year (including turnover that occurred while the program was not in session, e.g., summer months) | 8                                                      | 7                               |
| a. Of these, the number who were replaced                                                                                                                | 6                                                      | 7                               |

### Education and child development staff turnover

|                                                                                                                                                                                                                                                                       | # of staff |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| B.17 The number of classroom teachers, preschool assistant teachers, family child care providers, and home visitors who left during the program year (including turnover that occurred while classes and home visits were not in session, e.g., during summer months) | 11         |
| a. Of these, the number who were replaced                                                                                                                                                                                                                             | 11         |
| b. Of these, the number who left while classes and home visits were in session                                                                                                                                                                                        | 11         |
| c. Of these, the number that were classroom teachers who left the program                                                                                                                                                                                             | 11         |

|                                                                                                                               | # of staff |
|-------------------------------------------------------------------------------------------------------------------------------|------------|
| B.18 Of the number of education and child development staff that left, the number that left for the following primary reason: |            |
| a. Higher compensation                                                                                                        | 0          |
| 1. Of these, the number that moved to state pre-k or other early childhood program                                            | 0          |
| b. Retirement or relocation                                                                                                   | 0          |
| c. Involuntary separation                                                                                                     | 0          |
| d. Other (e.g., change in job field, reason not provided)                                                                     | 11         |
| 1. Specify: Reason not determined                                                                                             |            |
| B.19 Number of vacancies during the program year that remained unfilled for a period of 3 months or longer                    | 0          |

## C. CHILD AND HEALTH SERVICES

### HEALTH SERVICES

#### Health insurance – children

|                                                                                                                                                    | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.1 Number of all children with health insurance                                                                                                   | 180                                   | 177                                          |
| a. Of these, the number enrolled in Medicaid and/or CHIP                                                                                           | 169                                   | 166                                          |
| b. Of these, the number enrolled in state-only funded insurance (e.g., medically indigent insurance), private insurance, or other health insurance | 11                                    | 11                                           |
| C.2 Number of children with no health insurance                                                                                                    | 21                                    | 24                                           |

#### Health insurance - pregnant women (EHS programs)

|                                                                                                                                                    | (1)<br># of pregnant<br>women at<br>enrollment | (2)<br># of pregnant<br>women at end of<br>enrollment |
|----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|-------------------------------------------------------|
| C.3 Number of pregnant women with at least one type of health insurance                                                                            | 0                                              | 0                                                     |
| a. Of these, the number enrolled in Medicaid                                                                                                       | 0                                              | 0                                                     |
| b. Of these, the number enrolled in state-only funded insurance (e.g., medically indigent insurance), private insurance, or other health insurance | 0                                              | 0                                                     |
| C.4 Number of pregnant women with no health insurance                                                                                              | 0                                              | 0                                                     |

#### Accessible health care - children

|                                                                                                                                                                                                                                       | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.5 Number of children with an ongoing source of continuous, accessible health care provided by a health care professional that maintains the child's ongoing health record and is not primarily a source of emergency or urgent care | 177                                   | 175                                          |
| a. Of these, the number of children that have accessible health care through a federally qualified Health Center, Indian Health Service, Tribal and/or Urban Indian Health Program facility                                           | 21                                    | 20                                           |

#### Accessible health care - pregnant women (EHS Programs)

|                                                                                                                                                                                                                                       | (1)<br># of pregnant<br>women at<br>enrollment | (2)<br># of pregnant<br>women at end of<br>enrollment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|-------------------------------------------------------|
| C.6 Number of pregnant women with an ongoing source of continuous, accessible health care provided by a health care professional that maintains their ongoing health record and is not primarily a source of emergency or urgent care | 0                                              | 0                                                     |

## Medical services – children

|                                                                                                                                                                                     | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.7 Number of children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care | 49                                    | 131                                          |

|                                                                                                                                                  | # of children |
|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.8. Number of children diagnosed with any chronic condition by a health care professional, regardless of when the condition was first diagnosed | 4             |
| a. Of these, the number who received medical treatment for their diagnosed chronic health condition                                              | 1             |

| b. Specify the primary reason that children with any chronic condition diagnosed by a health care professional did not receive medical treatment: | # of children |
|---------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 1. No medical treatment needed                                                                                                                    | 3             |
| 2. No health insurance                                                                                                                            | 0             |
| 3. Parents did not keep/make appointment                                                                                                          | 0             |
| 4. Children left the program before their appointment date                                                                                        | 1             |
| 5. Appointment is scheduled for future date                                                                                                       | 0             |
| 6. Other                                                                                                                                          | 0             |

| C.9 Number of children diagnosed by a health care professional with the following chronic condition, regardless of when the condition was first diagnosed: | # of children |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| a. Autism spectrum disorder (ASD)                                                                                                                          | 0             |
| b. Attention deficit hyperactivity disorder (ADHD)                                                                                                         | 0             |
| c. Asthma                                                                                                                                                  | 1             |
| d. Seizures                                                                                                                                                | 0             |
| e. Life-threatening allergies (e.g., food allergies, bee stings, and medication allergies that may result in systemic anaphylaxis)                         | 0             |
| f. Hearing Problems                                                                                                                                        | 1             |
| g. Vision Problems                                                                                                                                         | 1             |
| h. Blood lead level test with elevated lead levels >5 g/dL                                                                                                 | 0             |
| i. Diabetes                                                                                                                                                | 0             |

## Immunization services - children

|                                                                                                                                                                                                               | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.11 Number of children who have been determined by a health care professional to be up-to-date on all immunizations appropriate for their age                                                                | 196                                   | 197                                          |
| C.12 Number of children who have been determined by a health care professional to have received all immunizations possible at this time but who have not received all immunizations appropriate for their age | 1                                     | 0                                            |
| C.13 Number of children who meet their state's guidelines for an exemption from immunizations                                                                                                                 | 4                                     | 4                                            |

## Medical and wellbeing services – pregnant women (EHS programs)

|                                                                                                       | # of pregnant women |
|-------------------------------------------------------------------------------------------------------|---------------------|
| C.14 Indicate the number of pregnant women who received the following services while enrolled in EHS: |                     |
| a. Prenatal health care                                                                               | 0                   |
| b. Postpartum health care                                                                             | 0                   |
| c. Scheduled a newborn visit within two weeks after the infant's birth                                | 0                   |
| d. A professional oral health assessment, examination, and/or treatment                               | 0                   |
| e. Mental health interventions and follow up                                                          | 0                   |
| f. Education on fetal development                                                                     | 0                   |
| g. Education on the benefits of breastfeeding                                                         | 0                   |
| h. Education on the importance of nutrition                                                           | 0                   |
| i. Education on infant care and safe sleep practices                                                  | 0                   |
| j. Education on the risks of alcohol, drugs, and/or smoking                                           | 0                   |
| k. Facilitating access to substance abuse treatment (i.e., alcohol, drugs, and/or smoking)            | 0                   |

## Prenatal health – pregnant women (EHS programs)

|                                                                                                                                      | # of pregnant women |
|--------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| C.15 Trimester of pregnancy in which the pregnant women served were enrolled:                                                        |                     |
| a. 1st trimester (0-3 months)                                                                                                        | 0                   |
| b. 2nd trimester (3-6 months)                                                                                                        | 0                   |
| c. 3rd trimester (6-9 months)                                                                                                        | 0                   |
| C.16 Of the total served, the number whose pregnancies were identified as medically high risk by a physician or health care provider | 0                   |

## Newborn visit - pregnant women(EHS programs)

|                                                                          | # of pregnant women |
|--------------------------------------------------------------------------|---------------------|
| C.17 Indicate the number of pregnant women that received a newborn visit |                     |
| a. Within two weeks after the infant's birth                             | 0                   |
| b. Between two to six weeks after the infant's birth                     | 0                   |
| c. After six weeks following the infant's birth                          | 0                   |

## ORAL HEALTH

### Accessible dental care - children

|                                                                                                                                                                                    | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|----------------------------------------------|
| C.18 Number of children with continuous, accessible oral care provided by an oral health care professional which includes access to oral health preventive care and oral treatment | 176                                   | 174                                          |

|                                                                                                        | # of children |
|--------------------------------------------------------------------------------------------------------|---------------|
| C.19 Number of children who received oral health preventive care during the program year               | 201           |
| C.20 Number of all children who have completed a professional oral examination during the program year | 69            |
| a. Of these, the number of children diagnosed as needing oral treatment during the program year        | 2             |
| 1. Of these, the number of children who received oral treatment during the program year                | 2             |
| b. Specify the primary reason that children who needed dental treatment did not receive it:            | # of children |
| 1. Health insurance doesn't cover oral treatment                                                       | 0             |
| 2. No oral care available in local area                                                                | 0             |
| 3. Medicaid not accepted by dentist                                                                    | 0             |
| 4. Dentists in the area do not treat 3- to 5-year-old children                                         | 0             |
| 5. Dentists in the area do not treat children below age 3                                              | 0             |
| 6. Parents did not keep/make appointment                                                               | 0             |
| 7. Children left the program before their appointment date                                             | 0             |
| 8. Appointment is scheduled for future date                                                            | 0             |
| 9. No transportation                                                                                   | 0             |
| 10. Other                                                                                              | 0             |

## Mental health consultation

|                                                                                                                                                                                           | # of staff |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| C.21 Total number of classroom teachers, home visitors, and family child care providers                                                                                                   | 30         |
| a. Indicate the number of classroom teachers, home visitors, and family child care providers who received assistance from a mental health consultant through observation and consultation | 30         |

## DISABILITIES SERVICES

### IDEA eligibility determination

|                                                                                                                                                                                                                                       | # of children |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.22 The total number of children referred for an evaluation to determine eligibility under the Individuals with Disabilities Education Act (IDEA) during the program year                                                            | 0             |
| a. Of these, the number who received an evaluation to determine IDEA eligibility                                                                                                                                                      | 0             |
| 1. Of the children that received an evaluation, the number that were diagnosed with a disability under IDEA                                                                                                                           | 0             |
| 2. Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA                                                                                                                       | 0             |
| 1. Of these children, the number for which the program is still providing or facilitating individualized services and supports such as an individual learning plan or supports described under Section 504 of the Rehabilitation Act. | 0             |
| b. Of these, the number who did not receive an evaluation to determine IDEA eligibility                                                                                                                                               | 0             |
|                                                                                                                                                                                                                                       | # of children |
| C.23 Specify the primary reason that children referred for an evaluation to determine IDEA eligibility did not receive it:                                                                                                            |               |
| a. The responsible agency assigned child to Response to Intervention (RTI)                                                                                                                                                            | 0             |
| b. Parent(s) refused evaluation                                                                                                                                                                                                       | 0             |
| c. Evaluation is pending and not yet completed by responsible agency                                                                                                                                                                  | 0             |
| d. Other                                                                                                                                                                                                                              | 0             |

## Preschool disabilities services (HS and Migrant programs)

|                                                                                                                                                                                                                                                              | # of children |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.24 Number of children enrolled in the program who had an Individualized Education Program (IEP), at any time during the program year, indicating they were determined eligible by the LEA to receive special education and related services under the IDEA | 0             |
| a. Of these, the number who were determined eligible to receive special education and related services:                                                                                                                                                      | # of children |
| 1. Prior to this program year                                                                                                                                                                                                                                | 0             |
| 2. During this program year                                                                                                                                                                                                                                  | 0             |
| b. Of these, the number who have not received special education and related services                                                                                                                                                                         | 0             |

## Infant and toddler Part C early intervention services (EHS and Migrant programs)

|                                                                                                                                                                                                                                                                | # of children |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.25 Number of children enrolled in the program who had an Individualized Family Service Plan (IFSP), at any time during the program year, indicating they were determined eligible by the Part C Agency to receive early intervention services under the IDEA | 0             |
| a. Of these, the number who were determined eligible to receive early intervention services:                                                                                                                                                                   | # of children |
| 1. Prior to this program year                                                                                                                                                                                                                                  | 0             |
| 2. During this enrollment year                                                                                                                                                                                                                                 | 0             |
| b. Of these, the number who have not received early intervention services under IDEA                                                                                                                                                                           | 0             |

## EDUCATION AND DEVELOPMENT TOOLS/APPROACHES

### Screening

|                                                                                                                                                                                    | # of children |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| C.27 Number of all newly enrolled children since last year's PIR was reported                                                                                                      | 91            |
| C.28 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory, and behavioral concerns since last year's PIR was reported | 91            |
| a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability                                                 | 31            |
| C.29 The instrument(s) used by the program for developmental screening                                                                                                             |               |
| Name/title                                                                                                                                                                         |               |
| ASQ (all editions)                                                                                                                                                                 |               |
| PLS 5                                                                                                                                                                              |               |

### Assessment

|                                                                                  |
|----------------------------------------------------------------------------------|
| C.30 Approach or tool(s) used by the program to support ongoing child assessment |
| Name/title                                                                       |
| Teaching Strategies GOLD Online                                                  |
| Creative Curriculum (all editions)                                               |

## Curriculum

|                                                                                  |
|----------------------------------------------------------------------------------|
| C.31 Curriculum used by the program:                                             |
| a. For center-based services                                                     |
| <i>Name/title</i>                                                                |
| Creative Curriculum (Infant & Toddler)                                           |
| e. For building on the parents' knowledge and skill (i.e., parenting curriculum) |
| <i>Name/title</i>                                                                |
| Love and Logic                                                                   |

## Classroom and home visit observation tools

|                                                                                                  |                  |
|--------------------------------------------------------------------------------------------------|------------------|
|                                                                                                  | Yes (Y) / No (N) |
| C.32 Does the program routinely use classroom or home visit observation tools to assess quality? | Yes              |

|                                                                                |
|--------------------------------------------------------------------------------|
| C.33 If yes, classroom and home visit observation tool(s) used by the program: |
| a. Center-based settings                                                       |
| <i>Name/title</i>                                                              |
| Classroom Assessment Scoring System (CLASS: Infant, Toddler, or Pre-K)         |

## FAMILY AND COMMUNITY PARTNERSHIPS

### Number of families

|                                                                                                              |                                    |
|--------------------------------------------------------------------------------------------------------------|------------------------------------|
|                                                                                                              | <i># of families at enrollment</i> |
| C.34 Total number of families:                                                                               | 172                                |
| a. Of these, the number of two-parent families                                                               | 52                                 |
| b. Of these, the number of single-parent families                                                            | 120                                |
| C.35 Of the total number of families, the number in which the parent/guardian figures are best described as: |                                    |
| a. Parent(s) (e.g., biological, adoptive, stepparents)                                                       | 163                                |
| 1. Of these, the number of families with a mother only (biological, adoptive, stepmother)                    | 114                                |
| 2. Of these, the number of families with a father only (biological, adoptive, stepfather)                    | 4                                  |
| b. Grandparents                                                                                              | 3                                  |
| c. Relative(s) other than grandparents                                                                       | 3                                  |
| d. Foster parent(s) not including relatives                                                                  | 2                                  |
| e. Other                                                                                                     | 1                                  |
| 1. Specify:                                                                                                  | Unknown                            |

### Parent/guardian education

|                                                                                                                       |                                    |
|-----------------------------------------------------------------------------------------------------------------------|------------------------------------|
|                                                                                                                       | <i># of families at enrollment</i> |
| C.36 Of the total number of families, the highest level of education obtained by the child's parent(s) / guardian(s): |                                    |
| a. An advanced degree or baccalaureate degree                                                                         | 69                                 |
| b. An associate degree, vocational school, or some college                                                            | 8                                  |
| c. A high school graduate or GED                                                                                      | 88                                 |
| d. Less than high school graduate                                                                                     | 7                                  |

## Employment, Job Training, and School

|                                                                                                                                                                                          | # of families at enrollment |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.37 Total number of families in which:                                                                                                                                                  |                             |
| a. At least one parent/guardian is employed, in job training, or in school at enrollment                                                                                                 | 150                         |
| 1. Of these families, the number in which one or more parent/guardian is employed                                                                                                        | 149                         |
| 2. Of these families, the number in which one or more parent/guardian is in job training (e.g., job training program, professional certificate, apprenticeship, or occupational license) | 4                           |
| 3. Of these families, the number in which one or more parent/guardian is in school (e.g., GED, associate degree, baccalaureate, or advanced degree)                                      | 2                           |
| b. Neither/No parent/guardian is employed, in job training, or in school at enrollment (e.g., unemployed, retired, or disabled)                                                          | 19                          |

|                                                                                                                                                          | # of families at end of enrollment |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| C.38 Total number of families in which:                                                                                                                  |                                    |
| a. At least one parent/guardian is employed, in job training, or in school at end of enrollment                                                          | 142                                |
| 1. Of these families, the number of families that were also counted in C.37.a (as having been employed, in job training, or in school at enrollment)     | 141                                |
| 2. Of these families, the number of families that were also counted in C.37.b (as having not been employed, in job training, or in school at enrollment) | 1                                  |
| b. Neither/No parent/guardian is employed, in job training, or in school at end of enrollment (e.g., unemployed, retired, or disabled)                   | 15                                 |
| 1. Of these families, the number of families that were also counted in C.37.a                                                                            | 1                                  |
| 2. Of these families, the number of families that were also counted in C.37.b                                                                            | 14                                 |

|                                                                                          | # of families at enrollment |
|------------------------------------------------------------------------------------------|-----------------------------|
| C.39 Total number of families in which:                                                  |                             |
| a. At least one parent/guardian is a member of the United States military on active duty | 1                           |
| b. At least one parent/guardian is a veteran of the United States military               | 5                           |

## Federal or other assistance

|                                                                                                                                                     | # of families at enrollment | # of families at end of enrollment |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------|
| C.40 Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance to Needy Families (TANF) Program | 7                           | 6                                  |
| C.41 Total number of families receiving Supplemental Security Income (SSI)                                                                          | 9                           | 9                                  |
| C.42 Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)            | 148                         | 148                                |
| C.43 Total number of families receiving benefits under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps    | 123                         | 123                                |

## Family services

|                                                                                                        | # of families |
|--------------------------------------------------------------------------------------------------------|---------------|
| C.44 The number of families that received the following program service to promote family outcomes:    |               |
| a. Emergency/crisis intervention (e.g., meeting immediate needs for food, clothing, or shelter)        | 97            |
| b. Housing assistance (e.g., subsidies, utilities, repairs)                                            | 2             |
| c. Asset building services (e.g., financial education, debt counseling)                                | 98            |
| d. Mental health services                                                                              | 98            |
| e. Substance misuse prevention                                                                         | 1             |
| f. Substance misuse treatment                                                                          | 0             |
| g. English as a Second Language (ESL) training                                                         | 0             |
| h. Assistance in enrolling into an education or job training program                                   | 96            |
| i. Research-based parenting curriculum                                                                 | 107           |
| j. Involvement in discussing their child's screening and assessment results and their child's progress | 117           |
| k. Supporting transitions between programs (i.e., EHS to HS, HS to kindergarten)                       | 102           |
| l. Education on preventive medical and oral health                                                     | 100           |
| m. Education on health and developmental consequences of tobacco product use                           | 11            |
| n. Education on nutrition                                                                              | 117           |
| o. Education on postpartum care (e.g., breastfeeding support)                                          | 0             |
| p. Education on relationship/marriage                                                                  | 0             |
| q. Assistance to families of incarcerated individuals                                                  | 0             |
| C.45 Of these, the number of families who were counted in at least one of the services listed above    | 118           |

## Father engagement

|                                                                                                                          | # of father/ father figures |
|--------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| C.46 Number of fathers/father figures who were engaged in the following activities during this program year:             |                             |
| a. Family assessment                                                                                                     | 9                           |
| b. Family goal setting                                                                                                   | 10                          |
| c. Involvement in child's Head Start child development experiences (e.g., home visits, parent-teacher conferences, etc.) | 15                          |
| d. Head Start program governance, such as participation in the Policy Council or policy committees                       | 2                           |
| e. Parenting education workshops                                                                                         | 0                           |

## Homelessness services

|                                                                                                     | # of families |
|-----------------------------------------------------------------------------------------------------|---------------|
| C.47 Total number of families experiencing homelessness that were served during the enrollment year | 1             |
|                                                                                                     | # of children |
| C.48 Total number of children experiencing homelessness that were served during the enrollment year | 1             |

|                                                                                                          | # of families |
|----------------------------------------------------------------------------------------------------------|---------------|
| C.49 Total number of families experiencing homelessness that acquired housing during the enrollment year | 0             |

### Foster care and child welfare

|                                                                                                                            | # of children |
|----------------------------------------------------------------------------------------------------------------------------|---------------|
| C.50 Total number of enrolled children who were in foster care at any point during the program year                        | 5             |
| C.51 Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency | 0             |

## D. GRANT LEVEL QUESTIONS

### INTENSIVE COACHING

|                                                                                                                                                                                     | <i># of education and child development staff</i> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| D.1 The number of education and child development staff (i.e., teachers, preschool assistant teachers, home visitors, family child care providers) that received intensive coaching | 12                                                |
|                                                                                                                                                                                     | <i># of coaches</i>                               |
| D.2 The number of individuals that provided intensive coaching, whether by staff, consultants, or through partnership                                                               | 2                                                 |

### MANAGEMENT STAFF SALARIES

|                                                        | <i>(3)<br/>Number of Management Staff in this Position</i> |
|--------------------------------------------------------|------------------------------------------------------------|
| D.3 Management staff:                                  |                                                            |
| a. Executive Director                                  | 1                                                          |
| b. Head Start and/or Early Head Start Director         | 1                                                          |
| c. Education Manager/Coordinator                       | 2                                                          |
| d. Health Services Manager/Coordinator                 | 1                                                          |
| e. Family & Community Partnerships Manager/Coordinator | 1                                                          |
| f. Disability Services Manager/Coordinator             | 1                                                          |
| g. Fiscal Officer                                      | 1                                                          |

### FAMILY SERVICES STAFF QUALIFICATIONS

|                                                                                                                                                                                             | <i># of family services staff</i> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| D.5 Total number of family services staff:                                                                                                                                                  | 3                                 |
| a. Of these, the number that have a credential, certification, associate, baccalaureate, or advanced degree in social work, human services, family services, counseling, or a related field | 2                                 |
| b. Of these, the number that do not meet one of the qualifications described in D.5.a                                                                                                       | 1                                 |
| 1. Of the family services staff in D.5.b, the number enrolled in a degree or credential program that would meet a qualification described in D.5.a.                                         | 1                                 |
| 2. Of the family services staff in D.5.b, the number hired before November 7, 2016                                                                                                          | 0                                 |

## FORMAL AGREEMENTS FOR COLLABORATION

|                                                                                                                                                  | # of partners or agencies |
|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| D.6 Total number of child care partners in which a formal agreement was in effect                                                                | 3                         |
| D.7 Total number of LEAs in the service area                                                                                                     | 0                         |
| a. Of these, the total number of LEAs in which a formal agreement was in effect to coordinate services for children with disabilities            | 0                         |
| b. Of these, the total number of LEAs in which a formal agreement was in effect to coordinate transition services                                | 0                         |
| D.8 Total number of Part C agencies in the service area                                                                                          | 1                         |
| a. Of these, the total number of Part C agencies in which a formal agreement was in effect to coordinate services for children with disabilities | 1                         |

## REPORTING INFORMATION

|                     |             |
|---------------------|-------------|
| PIR Report Status   | Completed   |
| Confirmation Number | 24082963554 |
| Last Update Date    | 08/29/2024  |

# Top 10 community needs

---

1. Housing
2. Early Childhood
3. Health Services
4. Youth Services
5. Emergency Services
6. Transportation
7. Substance Abuse Services
8. Senior Services
9. Economic/Community  
Development
10. Nutrition

## Top 3 community needs

---

Need:

Reason:

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 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

YOU LIFT GUYS HAVE LIFTED UP MY DAY!  
NICE POLITE AND DID THEIR JOB. ALWAYS  
KEPT CLEAN.

THE LADY THAT HELPED ME WAS AND IS A  
GOD FEARING LADY, SUCH GRACE!

MY HOME IS MUCH COOLER. I FEEL VERY  
SATISFIED WITH MY HOME.

## Satisfaction Level

100%

SATISFIED



## Surveys Completed

45 surveys

## JULY-SEPTEMBER 2024

### Demographics



35  
FEMALE



10  
MALE

22% AFRICAN AMERICAN

18 - 30

40%

49% CAUCASIAN

31-50

16%

7% ASIAN

51 - 65

22%

22% AMERICAN INDIAN

66 ABOVE

22%

### Counties Represented

McCurtain County

7%

Choctaw County

71%

Pushmataha County

20%

Other

2%

### Programs Represented



31%

WEATHERIZATION



26% APARTMENTS



43%

EMERGENCY ASSISTANCE

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

**September 17, 2024**  
**MINUTES**

LIFT Community Action Agency's Head Start/Early Head Start/EHS-CC Policy Council met on Tuesday, September 17, 2024 at 10:30 a.m. at 1005 S. 5<sup>th</sup> Street in Hugo, Oklahoma. Notice of time, place and agenda of meeting was posted within prominent view at 1005 S 5<sup>th</sup> Street, Hugo, Oklahoma twenty-four (24) hours prior to the meeting.

A quorum was met, members present were, Teaha Crow; Boswell II, Steve Woldanski; Hugo EHS, Patsy Guess, Kara Maness and Clinton Crawley; Community Representatives.

HS/EHS/EHS-CC staff present included: Darla Galyon; HS/EHS/EHS-CC Director, Jordan Mack; HS/EHS/EHS-CC Assistant Director, Mattie McKee; HS/EHS/EHS-CC Assistant Director, Lori Henry; HS/EHS/EHS-CC Secretary, Ronda Spear; Health Assistant, Lauren Barger; Nutrition Specialist, Johonna House, Nutrition Assistant; Susie Mashburn; Education Specialist, Sommer Springfield; Assistant Education Specialist, Sara Moore; Professional Development Specialist, Brittany Bailey; ERSEA Specialist, Brianna Nelson; ERSEA Assistant, Christina Merritt; FCE Specialist, Ashley Stinson; Disability/Mental Health Specialist, Tori Williams; Health Specialist, Ashley Gaddy; Outreach Specialist and Lisa Heady Mentor Coach.

Consideration, Discussion and Vote to Accept the minutes from the August 20, 2024 Meeting(s): Copies of the minutes were provided to the council for review. Steve Woldanski made a motion to approve as written the August 20, 2024 minutes. Clinton Crawley seconded the motion, the motion carried.

Consideration and Vote to accept new Policy Council members for 2024-2025 school year as recommended by each Center Parent Committee to replace existing Policy Council members: Steve Woldanski made a motion to approve and Clinton Crawley seconded the motion. The motion carried.

Members for the 2024-2025 school year present with a quorum met were, Brittany Ransom; Antlers, Billie Thompson; Antlers ELC, Shade Dill; Boswell I, Teaha Crow; Boswell II, Kelsey Burton; Clayton II, Blanca Jimenez; Forest Grove II, Key'Osha; Horace Mann III, Michael Morris; Hugo IV, Cassidy Wiley; Hugo EHS, Savannah Hughes; Rattan II & III, Angel Rayburn; Soper II, Mea Janse Van Vuureen; Valliant, and Bessi Black, Clinton Crawley, Kara Maness and Patsy Guess; Community Representatives.

Policy Council Training: Orientation including Robert's Rules of Orders, Roles & Responsibilities, and Policy Council Operating Procedures: Sara Moore, Professional Development Specialist provided a Hand out along with a Power Point and an overview/ discussion and all questions were answered, on Robert's Rules of Order, Roles & Responsibilities, and Policy Council Operating Procedures.

Consideration, Discussion, and Vote to Enter into Executive Session to Discuss the employment, transfer, hiring, appointment, promotion, demotion or disciplining of employees: Ashley Stinson-Disability/Mental Health Specialist, Tabitha Cobb-Forest Grove Special Needs Aide, Trisha Ybarra-Clayton Special Needs Aide, Kenzi McDonald-Forest Grove Special Needs Aide, Kimalee Pay-Substitute, Grasiela Starlin-Procurement Clerk, Destany Wilson-Substitute, Ashleigh Boatright-Substitute, Shawnail Dennis-Substitute, and Lindsey Peters-Valliant Teacher Aide, pursuant LIFT, CAA Okla. Stat. title 25§ 307 (b) (1). No motion was made, therefore no executive session

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. Bessi Black made a motion to approve and Kara Maness seconded the motion. The motion carried.

Consideration, Discussion, and Vote to Approve the Submittal of the SFY 2025 CAA State Appropriated Head Start Funds Application to Oklahoma Department of Commerce in the amount of \$91,962: Darla Galyon, HS/EHS/EHS-CC Director provided a copy along with an overview of the application stating that these funds would go towards supplementing Teachers and Family Advocate's salaries. Kara Maness made a motion to approve submittal and Cassidy Wiley seconded the motion. The motion carried.

Consideration, Discussion, and Vote to Approve the Submittal of the Head Start/Early Head Start and Adult Care Food Program (CACFP) Application to Oklahoma Dept. of Education in the amount \$626,691.33 (Based off of prior year funding): Jordan Mack, HS/EHS/EHS-CC Assistant Director stated that this was an annual renewal process and that the reimbursement is based on what the program was provide from the prior year's funding. This money goes towards cooks' salaries, food cost, and supplies for the kitchen. Cassidy Wiley made a motion to approve submittal and Teaha Crow seconded the motion. The motion carried.

Consideration, Discussion, and vote to Approve the Certification of the Early Head Start Child-Care Partnership Health & Safety Screening: Jordan Mack, HS/EHS/EHS-CC Assistant Director stated that every new five (5) grant designation that this screening has to be done with the agency's Governing Board and Policy Council as to what the program guidelines are followed for Health and Safety practices in the classroom. Cassidy Wiley made a motion to approve and Teaha Crow seconded the motion. The motion carried.

Consideration, Discussion and Vote to Approve the Certification of the Early Head Start Child-Care Partnership Governance, and Leadership Capacity Screening: Darla Galyon, HS/EHS/EHS-CC Director explained to the Policy Council that every new five (5) year grant designation that the program must meet all regulations of the Screening and presented an overview of the screener to the agency's Governing Board and Policy Council. Mrs. Galyon discussed with the council the steps in developing and how they are used within the HS/EHS/EHS-CC program. This screener organizes the Head Start requirements to help organizations identify where they need to make changes and build capacity to fulfill their Head Start governance responsibilities. Teaha Crow made a motion to approve and Savannah Hughes seconded the motion. The motion carried.

Consideration, Discussion, and Vote to Approve the 2024-2025 Head Start Mental Health Contract with Zen Gee Counseling, LLC. Jordan Mack, HS/EHS/EHS-CC Assistant Director provided

a copy of the contract along with an overview of the services provided by Zen Gee and stated that Zen Gee LLC has been used by Head Start/Early Head Start/Early Head Start-CC for the past several years. Teaha Crow made a motion to approve and Savanna Hughes seconded the motion. The motion carried.

Consideration, Discussion, and Vote to Approve 2024-2025 Head Start Training and Technical Assistance Plan: Mattie McKee, HS/EHS/EHS-CC Assistant Director provided a copy of the plan along with an overview on how the plan was developed stating that items on the plan are required training for all HS/EHS/EHS-CC staff. Mea Janse Van Vuureen made a motion to approve and Patsy Guess seconded the motion. The motion carried.

Consideration, Discussion, and Vote to Approve Darla Galyon (HS/EHS/EHS-CC Program Director) and Mattie McKee (HS/EHS/EHS-CC Assistant Director) as the E-Rate Purchasing Agents for the 2024-2025 School Year: Mattie McKee explained what E-Rate is and what the E-Rate funds are used for. Mrs. McKee stated that this authorization for E-Rate allows herself and Darla Galyon to be the Purchasing Agents and sign forms and to make changes where needed. Cassidy Wiley made a motion to approve and Angel Rayburn seconded the motion. The motion carried.

Training/Discussion Concerning Compliance with Children's Internet Protection Act (CIPA) Cyberbullying Awareness: Mattie McKee, HS/EHS/EHS-CC Assistant Director presented information on CIPA and Internet safety and filtering software required by E-Rate within Head Start/EHS/EHS-CC Classrooms.

Consideration, Discussion and Vote to Approve the HS, EHS, SAF, Community Facilities, OECP, USDA, and Non-Fed July, 2024 Financial Statements and Credit Card Distribution Reports: Darla Galyon, HS/EHS/EHS-CC Director provided copies and an overview of the July, 2024 financial statements and Credit Card Distribution Report for the Council and it was reviewed and they were recommended by the Finance Committee to vote for approval. Kara Maness made a motion to recommend for full Policy Council approval and Bessi Black seconded the motion. The motion carried.

Presentation of August, 2024 Financial Statements and Credit Card Distribution Reports for September Consideration and Vote: Darla Galyon, HS/EHS/EHS-CC Director presented the August, 2024 Financial Statements and Credit card Distribution Reports and gave an overview of them along with an explanation of where non-fed monies come from for members present to review and vote on at the October 15, 2024 meeting. Copies will be mailed to members not present.

#### Other Reports/Announcements:

**Recruitment & Enrollment Update/Enrollment and Attendance Report-Brittany Bailey, ERSEA Specialist:** Brittany Bailey reported that as of today, 9/17/2024 262 children are currently enrolled in Head Start for the 2024-2025 School Year. Applications are an ongoing process and are still be accepted and processed. Early Head Start currently has 43 children enrolled and attendance was 72.4%. Early Head Start-CC currently has 105 children enrolled and attendance was 84.4%.

**USDA Meals and Snack Report-Lauren Barger,** Lauren Barger, Nutrition Specialist provided a copy and an overview summary of meals and snacks served for August, 2024.

**Governing Board Report: Mattie McKee-** Mattie McKee, HS/EHS/EHS-CC Assistant Director stated that the Governing Board Met on September 10, 2024. 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

**Data Analysis-Jordan Mack-Jordan Mack** gave an overview of the data assessed for July, 2024  
**OHS Communications and Guidance-Darla Galyon** presented and reviewed all OHS Communications and Guidance received since the last council meeting.

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

**Completion of Policy Council Survey Forms-Lori Henry:** Required Survey forms were explained, reviewed and completed by Policy Council members that were present.

**Training on forms-Lori Henry:** Mileage and In-Kind Forms were reviewed that showed the policy council members the proper paperwork procedure. These forms will be used for every meeting and it was clearly explained the importance of proper completion of these forms.

**Volunteers to Serve on Finance Committee, HSAC, FCPAC & School Readiness Committee:**

Jordan Mack, HS/EHS/EHS-CC Assistant Director explained to the council the function of each committee, the duties they would have and how often each committee meets. She then asked for volunteers to serve on the committees. The following members volunteered to serve on the committees:

**Finance Committee**

Angel Rayburn  
Kara Maness  
Clinton Crawley

**Health Service & Family Community Partnership**

**Advisory Committee**

Savannah Hughes  
Kara Maness

**School Readiness Committee**

Mea Janse van Vuuren  
Angel Rayburn  
Michael Morris

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):

Nominations and Election of the following officers: Chairperson, Vice-Chairperson and Secretary for the 2024-2025 School Year. Darla Galyon, HS/EHS/EHS-CC Director explained the roles and responsibilities of each position and then asked for nominations/volunteers:

Michael Morris volunteered for Chairperson, Mea Janse van Vuuren volunteered for Vic-Chairperson, and Key'Osha Jones volunteered for Secretary. With there being no other volunteers Billie Thompson made a motion to approve Michael Morris as Chairpers, Mea Janse van Vuuren as Vice-Chairperson and Key'Osha Jones as secretary. Teaha Crow seconded the motion. The motion was carried.

There being no other business to come before the board, Brittany Ransom made a motion to adjourn and Savannah Hughes seconded the motion. The motion carried and the meeting ended at 12:13 p.m.

---

Michael Morris-Chairperson  
Mea Janse van Vuuren-Vice-Chairperson  
Key'Osha Jones-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: Sept 30, 2024

Name of Person being nominated for Employee of the Month: Sommer Springfield

Name of Person submitting the nomination: Susie Mashburn

- |          |                                        |                                                                                                                                |
|----------|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <u>X</u> | Is a hard worker                       | _____                                                                                                                          |
| <u>X</u> | Respects others                        | _____                                                                                                                          |
| <u>X</u> | Is on time                             | _____                                                                                                                          |
| <u>X</u> | Is organized                           | _____                                                                                                                          |
| <u>X</u> | Keeps a positive attitude              | _____                                                                                                                          |
| <u>X</u> | Encourages other people                | _____                                                                                                                          |
| <u>X</u> | Is willing to help others              | _____                                                                                                                          |
| <u>X</u> | Makes a good first impression          | _____                                                                                                                          |
| <u>X</u> | Follows all workplace rules            | _____                                                                                                                          |
| <u>X</u> | Uses resources wisely                  | _____                                                                                                                          |
| <u>X</u> | Has good work attendance               | _____                                                                                                                          |
| <u>X</u> | Represents the agency well             | _____                                                                                                                          |
| <u>X</u> | Is a loyal employee                    | _____                                                                                                                          |
| <u>X</u> | Handles crisis well                    | <u>Sommer went to relieve teachers who experienced an emergency &amp; had to call all, giving them a time to take a break.</u> |
| <u>X</u> | Goes above and beyond the call of duty | _____                                                                                                                          |
| <u>X</u> | Works well with others (team player)   | _____                                                                                                                          |



- X Is creative- She arranged new greenery designs for Event  
X Likes to learn new things Center-Family Resource Event.  
X Is a good listener \_\_\_\_\_  
X Communicates well \_\_\_\_\_  
X Dependable \_\_\_\_\_  
X Respectful, considerate of others \_\_\_\_\_  
X 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.

Sommer is always willing to step into a classroom to share her love of learning as she reads, plays, & recites rhymes with children. She is confident, respectful, but willing to ask questions & learn new information. Her leadership skills as well as her experiences in Education enable her contribute to the HS Admin staff. She is a positive addition to the LIFT team!

Submit nominations by the 30<sup>th</sup> 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 4<sup>th</sup> 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**  
**September 2024**

**Eligibility, Recruitment, Selection, Enrollment & Attendance**

During the month of June there were 44 children, age birth to 3, that were provided services in the Early Head Start centers and 106 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 due to summer vacation.

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 August, we had 238 parents that participated in Parent Meetings. Family Advocates are starting goals with families through the Family Partnership Agreement's. The centers started inviting parents and community members in to participate in Parent Ready to Read by having a story time with the children; there were 71 participants, with 23 of them being father figures.

**Father Involvement**

The dad's day activities for the month of August were various apple, sun, and animal crafts. Forest Grove HS and Idabel HS/EHS/ELC did crafts to display at the county fair. For the August Dad's Day, there were 148 people that participated in dads day activities with 70 being father figures. In addition, 37 dads/father figures participated in parent meetings for August. Since the beginning of the 2024-2025 school year, we have had 130 father figures participate in family engagement activities.

**Nutrition**

In the month of September, the nutrition team participated in a CACFP virtual boot camp webinar this month, where we learned about food groups and component breakdowns, the training was very knowledgeable. . The nutrition team is starting to dive into the new school year with our new nutrition paperwork, as well as getting the nutritional needs of children situated, we have been continuously tracking our special dietary needs they are growing daily. The red dye 40 has become a very popular issue this school year so far, we have made arrangements for any items containing the red dye ingredient to be removed from that said center along with any other allergies the same precautions are taken. The nutrition team has started 3rd quarter EHS and EHS-CC folders

check, we also have started 1st semester folders checks for Head Start also. We are ending our fiscal year for the CACFP this month. We are starting to get things ready to start our CACFP kitchen checks come October.

### **Health**

During the month of September employee physical tracking continued with reminder phone calls and emails to staff on past dues and upcoming. Monthly reports are due to Jordan Mack by the 15th of each month. Three 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. An update of past due and due health requirements was emailed to CC/ELC, EHS, & HS centers and called to inform them of the screenings that are due.

### **Education**

With autumn on its way, our classrooms are beginning to take field trips to various places. In September, Forest Grove 1 & 2 attended the McCurtain County Fair. Idabel Early Head Start, Early Head Start Child Care, and Idabel 1,2, and 3 entered activities in this fair. Fort Towson visited the Old Fort and were told about a way of life in the early years of our country. The various sights, sounds, and smells give children opportunities they normally do not see in their everyday life. These experiences help children learn self-control and following directions. While seeing animals and the various projects, they are learning new vocabulary, extending their attention spans, paying attention to details, seeing older children nurture various animals, and observing a work ethic that is vital to a healthy lifestyle.

### **Professional Development**

During the month of September, the Professional Development Specialist scheduled CPR/First Aid classes taught by LIFT CPR Instructors Tori Williams/Taryn Creasman/Ronda Spear, where LIFT employees received or renewed their Adult and Infant CPR and First Aid certifications. The Professional Development Specialist also scheduled an ELCCT class in which newly hired LIFT HS/EHS/EHS-CC employees participated.

Also, with the help of the Professional Development Specialist, several staff members renewed their Professional Development Ladders and/or Oklahoma Director's Credentials in September.

The Professional Development Specialist 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 to ensure all new staff meet requirements for the programs they work for including trainings as well. We strive for excellence and want to make staff as well seasoned and informed as possible.

### **Disabilities/Mental Health/Transition**

Sooner Start has an online process for referrals that goes directly to the Oklahoma State Department of Education. This process has streamlined the referral process. In Early Head Start,

two children who have an IFSP and three others 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 five others are in the referral process.

In Head Start for the school year 2023-2024, fifty-eight students were evaluated and had an IEP and received special education services from the staff/consultants from the public schools. 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 month of May our Head Start 4-year-olds completed transition visits to their next school setting.

### **Recruitment/Outreach**

The following recruitment and outreach strategies/activities were implemented or held during the month of September 2024.

#### **Choctaw County Fair**

- HS/EHS/CC participated in the Choctaw County Fair booth that LIFT CAA set up for our agency. Pre-School Activity packets, along with a flyer were provided at our booth and handed out to the community.



#### **Radio Ad for September**

- *Attention: Choctaw, McCurtain and Pushmataha Counties! FALL is almost here but it's not too late to apply for PRE-SCHOOL! We are still accepting applications for Head Start, Early Head Start or Early Head Start-Child Care. Our mission is to help prepare children to be kindergarten-ready! Full day, pre-school services for Head Start 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](http://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*

## High School Football Programs

- For the 2024 football season, our flyer/information is included in the Antlers, Valliant, and Idabel High School football programs, every week that they have a home game.

## Community Partner Meetings

- Outreach Specialist attends coalition meetings to promote HS/EHS/CC program and to also learn about events and resources in our community.

## Help Me Grow Newsletter



**Help Me Grow Newsletter**  
September 2024 **fall VIBES**

**Fall Family Engagement Activities**

- Make s'mores
- Go on a hike
- Make apple cider
- Board game night
- Visit a pumpkin patch
- Attend a football game

**Get Creative in Nature**

- Go on a family nature walk.
- Pick out colorful leaves and pinecones to take home and decorate.
- Let your children paint them and get creative!
- Then, hang up their art in your home for it to be admired and on display!

**Apply for Pre-School**  
580-326-7581  
www.liftca.org

- Ages 0-4
- No cost to families
- School supplies included
- Meals & snacks provided

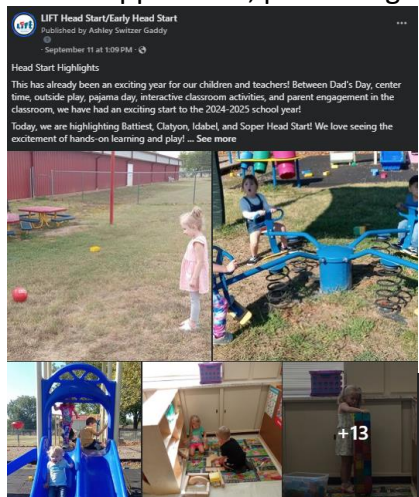
**Are you looking for family resources?**  
Call 580-326-7581 Ask for Help Me Grow

**Total Insights**  
See more details about your post.

| Post Impressions | Post reach | Engagement |
|------------------|------------|------------|
| 1,602            | 1,524      | 79         |

## Social Media Classroom Highlights

- Highlighting classroom activities allows us to show the amazing work being done within our Head Start and Early Head Start centers. It also allows parents a glimpse into our classrooms. There may be parents who may be on the fence about applying, and seeing the activities and classrooms provides an insight into what they can expect for their child in our program. On several of the posts highlighting teachers, there is a direct link to an online application, promoting enrollment.



**LIFT Head Start/Early Head Start**  
Published by Ashley Switzer Gaddy  
September 11 at 1:09 PM

**Head Start Highlights**

This has already been an exciting year for our children and teachers! Between Dad's Day, center time, outside play, pajama day, interactive classroom activities, and parent engagement in the classroom, we have had an exciting start to the 2024-2025 school year!

Today, we are highlighting Battiest, Clayon, Idabel, and Soper Head Start! We love seeing the excitement of hands-on learning and play! ... See more

**Total Insights**  
See more details about your post.

| Post Impressions | Post reach | Engagement |
|------------------|------------|------------|
| 489              | 449        | 139        |

**LIFT Head Start/Early Head Start**  
Published by Ashley Switzer Gaddy  
September 13 at 9:20 AM · 🌐

Fall is almost here! 🍂  
Artlers Head Start enjoyed a cool morning outside playing!



**Total Insights**  
See more details about your post.

| Post Impressions ⓘ | Post reach ⓘ | Engagement ⓘ |
|--------------------|--------------|--------------|
| 398                | 362          | 76           |

**LIFT Head Start/Early Head Start**  
Published by Ashley Switzer Gaddy  
September 18 at 7:36 AM · 🌐

Making memories at Valiant Head Start!  
A special visitor came to read to the class! The children loved it! They also enjoyed getting creative, and a little messy, during their sensory activity! What a fun and exciting week! 🥰



**Total Insights**  
See more details about your post.

| Post Impressions ⓘ | Post reach ⓘ | Engagement ⓘ |
|--------------------|--------------|--------------|
| 463                | 443          | 175          |

**LIFT Head Start/Early Head Start**  
Published by Ashley Switzer Gaddy  
September 18 at 12:04 PM · 🌐

Isabel Head Start showing their Warrior Pride on "Black and Red Day"  
We love seeing their school spirit! ❤️ 🙌



**Total Insights**  
See more details about your post.

| Post Impressions ⓘ | Post reach ⓘ | Engagement ⓘ |
|--------------------|--------------|--------------|
| 233                | 219          | 28           |

**LIFT Head Start/Early Head Start**  
Published by Ashley Switzer Gaddy  
September 19 at 7:00 AM · 🌐

Isabel Head Start showcasing their children's amazing artwork at the McCurtain County Fair!  
How fun and exciting for the children to show off their special creations to their family while visiting the fair.



**Total Insights**  
See more details about your post.

| Post Impressions ⓘ | Post reach ⓘ | Engagement ⓘ |
|--------------------|--------------|--------------|
| 394                | 372          | 85           |

**LIFT Head Start/Early Head Start**  
Published by Ashley Switzer Gaddy  
September 19 at 12:00 PM · 0

Clayton I Head Start practicing their oral hygiene routine!  
Why is oral hygiene important in early childhood?  
When children have a healthy mouth they can speak clearly, focus and learn, eat their food well, have a pain free mouth, and grow and develop properly. ... See more



**Total Insights**  
See more details about your post.

| Post Impressions | Post reach | Engagement |
|------------------|------------|------------|
| 268              | 249        | 34         |

**Dad's Day at Antlers Early Head Start!**  
We love seeing family engagement in the classroom! It creates long lasting memories for the children and parents!  
Family engagement in early childhood education can lead to better academic performance, attendance, and motivation to learn. It can also help children develop better social-emotional skills and strengthen the bond with their parents. ... See more



**Total Insights**  
See more details about your post.

| Post Impressions | Post reach | Engagement |
|------------------|------------|------------|
| 552              | 552        | 198        |

**LIFT Head Start/Early Head Start**  
Published by Ashley Switzer Gaddy  
7 hours ago · 0

Hands-on Learning Activity at Antlers Head Start!  
They read "Crazy Pizza Day," and then had the opportunity to make their own mini pizzas! What an exciting and memorable day at school!  
Hands-on learning allows children to apply their knowledge and skills to real-world situations, and helps children develop critical thinking and problem-solving skills.



**Total Insights**  
See more details about your post.

| Post Impressions | Post reach | Engagement |
|------------------|------------|------------|
| 342              | 342        | 75         |

## Social Media Enrollment Posts



**Total Insights**  
See more details about your post.

| Post Impressions | Post reach | Engagement |
|------------------|------------|------------|
| 2,705            | 2,528      | 139        |

**LIFT Head Start/Early Head Start**  
Published by Ashley Switzer Gaddy  
9  
September 9 at 8:10 AM · US

We are still accepting applications for PRE-SCHOOL!  
Interested in applying? Learn more below!  
Complete an online application by clicking the link-->><https://liftca.org/head-start-application/>  
... See more



**Total Insights**  
See more details about your post.

Post Impressions ⓘ

**4,883**

Post reach ⓘ

**4,469**

Engagement ⓘ

**520**

## Job Highlights on Social Media

**JOB HIGHLIGHT**

**SUBSTITUTES**  
for **McCurtain County**  
• Battiest • Broken Bow  
• Forest Grove • Haworth • Idabel • Valliant

**\$1,000 SIGN-ON INCENTIVE**

Click the link in the post  
to officially apply!

This is a great opportunity to enjoy a similar  
schedule as your school aged children, while  
also earning extra income for your family.

  
Published by Ashley Switzer Gaddy  
Head Start - Early Head Start  
Early Head Start - Early Head Start

**Total Insights**  
See more details about your post.

Post Impressions ⓘ

**836**

Post reach ⓘ

**726**

Engagement ⓘ

**58**

**JOB HIGHLIGHT**

**Clayton Head Start  
Special Needs Aide**

**\$1,200 SIGN-ON INCENTIVE**

Click the link in the post  
to officially apply!

This is a great opportunity to enjoy a similar  
schedule as your school aged children, while  
also earning extra income for your family.

  
Published by Ashley Switzer Gaddy  
Head Start - Early Head Start  
Early Head Start - Early Head Start

**Total Insights**  
See more details about your post.

Post Impressions ⓘ

**1,040**

Post reach ⓘ

**958**

Engagement ⓘ

**82**

**JOB HIGHLIGHT**

**Forest Grove Head Start  
Special Needs Aide**

**\$1,200 SIGN-ON INCENTIVE**

Click the link in the post  
to officially apply!

This is a great opportunity to enjoy a similar  
schedule as your school aged children, while  
also earning extra income for your family.

  
Published by Ashley Switzer Gaddy  
Head Start - Early Head Start  
Early Head Start - Early Head Start

**Total Insights**  
See more details about your post.

Post Impressions ⓘ

**483**

Post reach ⓘ

**445**

Engagement ⓘ

**34**



**LIFT Head Start/Early Head Start**  
Published by Ashley Switzer Gaddy  
September 12 at 7:00 AM

\*\*\*

🌟 Check out our updated available job positions!

Join our Head Start team!

Click the link for an online application--><https://liftca.org/careers/>... See more



**WE ARE HIRING!**

**CHECK OUT OUR SIGN-ON INCENTIVES!**

Come join our **HEAD START TEAM!**

**EARLY HEAD START**

- \$1,500 EARLY HEAD START COOK - ANTLERS
- \$2,500 EARLY HEAD START CAREGIVER - IDABEL
- \$1,200 EARLY HEAD START-CHILD CARE SPECIAL NEEDS AIDE BROKEN BOW

**HEAD START**

- \$1,200 HEAD START SPECIAL NEEDS AIDE - FOREST GROVE
- \$1,200 HEAD START SPECIAL NEEDS AIDE - HAWORTH
- \$1,200 HEAD START SPECIAL NEEDS AIDE - CLAYTON
- \$1,500 HEAD START TEACHER ASSISTANT TA-1 HORACE MANN 1 HUGO
- \$1,500 HEAD START TEACHER ASSISTANT TA-1 FORT TOWSON
- \$1,500 HEAD START TEACHER ASSISTANT TA-1 VALLANT
- \$1,500 HEAD START TEACHER ASSISTANT TA-3 HUGO

**HEAD START/EHS/EHS-CC**

- \$1,000 HEAD START AND EARLY HEAD START SUBSTITUTE HUGO
- \$1,200 HEAD START/EARLY HEAD START SPECIAL NEEDS AIDE HUGO

Click the link in the post to access an

Post Impressions 1

839

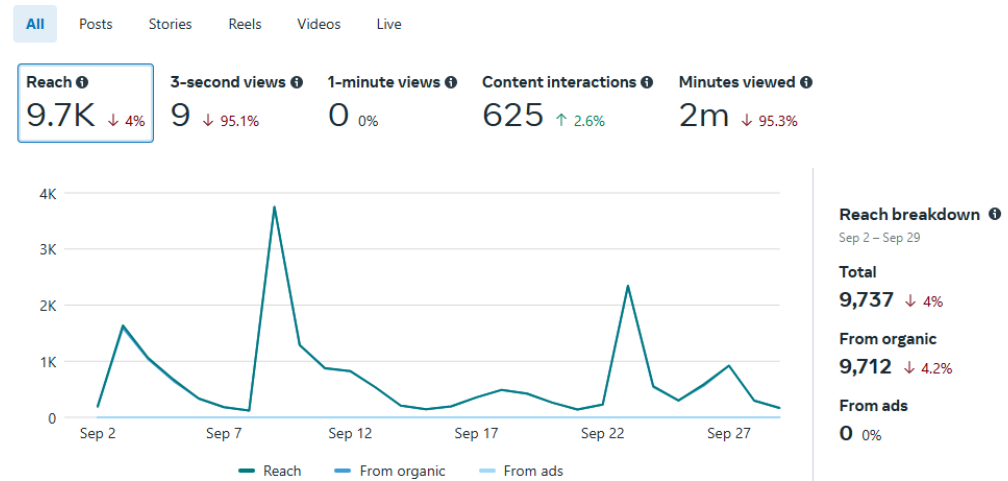
Post reach 1

736

Engagement 1

47

## Overall Facebook Data





Explore content posted to the [Early Childhood Learning and Knowledge Center \(ECLKC\)](#) throughout the month of September. These email announcements and resources are helpful for 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 button](#) on each ECLKC page to see its Spanish translation.

### News from the Office of Head Start

- [ACF-OHS-IM-24-03 Affirming the Use of Indigenous Knowledge to Meet Curricula and Assessment Requirements in American Indian and Alaska Native Head Start Programs](#)
  - Available in [Spanish \(español\)](#)
- [Celebrate Head Start Awareness Month with the Office of Head Start!](#) (email)
  - Available in [Spanish \(español\)](#)
- [Fiscal Year \(FY\) 2025 Head Start Monitoring Protocols](#)
- [Head Start Awareness Month](#) (video)
- [Nurturing the Promise: Final Rule Webinar Recordings](#) (email)
- [Updates to the Performance Standards: Nurturing the Promise](#) (video)
- [#GetaHeadStart Community Partnerships](#) (email)

### Training and Technical Assistance Resources

#### ***Early Childhood Development, Teaching, and Learning***

- [Needs Assessment Survey for Supporting Infants and Toddlers](#) (email)
  - Available in [Spanish \(español\)](#)

#### ***Health, Behavioral Health, and Safety***

- [Head Start Programs, Indigenous Families, and Addiction](#) (video)

#### ***Parent, Family, and Community Engagement***

- [Engaging Parents with Disabilities and Learning Differences](#) (email)
- [Goal Setting with Families Course](#) (email)

### Newsletters

- [Disabilities Services Newsletter Issue No. 83](#)
- [Play the Head Start Way Newsletter Issue No. 5](#)
- [Resources to Make You Smile! Issue No. 43](#)
  - Available in [Spanish \(español\)](#)
- [Sesame Street in Communities Issue No. 36](#)
  - Available in [Spanish \(español\)](#)
- [Small Bites Issue No. 14](#)
  - Available in [Spanish \(español\)](#)

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

## Head Start Careers

- [Deputy Director](#) *Hildalgo, TX*
- [Finance Director](#) *Escanaba, MI*
- [Professional Development Coach](#) *Fort Wayne, IN*

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

## Upcoming Events for October

- Tuesday, Oct. 1
  - [Who's Not at the Table: 3 Key Practices for Engaging Harder-to-Reach Families](#) (NHSA)
  - [Unlocking Your Career Potential: Next Steps After Your CDA!](#) (NHSA)
- Wednesday, Oct. 2: [Unleashing the Leader Within You: Discover Your Leadership Style](#) (NHSA)
- Thursday, Oct. 3
  - [Virtual Field Trip to the Smithsonian National Zoo](#) (NHSA)
  - [Positive Behavioral Guidance in Preschool](#)
  - [MyPeers Orientation for Classroom Staff](#)
- Monday, Oct. 7
  - [The Verification Visit Experience: An Inside Look](#)
  - [The Verification Visit Experience: An Inside Look \[in Spanish\]](#)
- Wednesday, Oct. 9
  - [Tribal Integrated Early Education Services Listening Session](#) (at the National Indian Education Association's annual convention)
  - [Beyond the Stereotype: Empowering Men in Early Childhood Education](#) (NHSA)
  - [Head Start Parent Leaders Recruitment Meeting](#)
- Thursday, Oct. 10
  - [Choosy Eaters: Moving Towards Meal Time Triumphs](#)
  - [Promoting Child Safety Through Staff and Family Partnerships](#)
- Tuesday, Oct. 15: [Fueling the STEAM Engine with Music](#) (NHSA)
- Wednesday, Oct. 16: [Substance Use Disorder and the Family: A New iLookOut Course](#)
- Thursday, Oct. 17: [Fueling the STEAM Engine with Music \[in Spanish\]](#) (NHSA)
- Monday, Oct. 21: [Overview of the Child Development Associate \(CDA\) Credential: Prepare, Apply, Demonstrate \[in Spanish\]](#)
- Tuesday, Oct. 22: [MyPeers Orientation for Health and Safety Staff](#)
- Thursday, Oct. 24
  - [Updates on Managing Infectious Diseases](#)
  - [Festive Flavors: A Low Sugar Holiday](#)
- Monday, Oct. 28: [Infant and Early Childhood Mental Health Consultation National Office Hours](#)
- Wednesday, Oct. 30: [Developmentally Appropriate Procedures for Emergency Preparedness](#)

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

**Stay connected! Follow the Office of Head Start on [X](#), [Facebook](#), and [Instagram](#). 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 |
|---------------|-----------|-------|-------|---------------|
| September-23  | 3070      | 3091  | 4006  | 10167         |
| October-23    | 3069      | 3074  | 4035  | 10178         |
| November-23   | 2469      | 2362  | 3176  | 8007          |
| December-23   | 1961      | 1913  | 2341  | 6215          |
| January-24    | 2760      | 2832  | 3653  | 9245          |
| February-24   | 2937      | 2901  | 3461  | 9299          |
| March-24      | 2444      | 2428  | 3164  | 8036          |
| April-24      | 3161      | 3175  | 4218  | 10554         |
| May-24        | 2115      | 2072  | 2416  | 6603          |
| June-24       | 464       | 487   | 440   | 1391          |
| July-24       | 660       | 710   | 637   | 2007          |
| August-24     | 2483      | 2461  | 3082  | 8026          |
| September-24  | 2981      | 2967  | 3874  | 9822          |
| YEARLY TOTALS | 30574     | 30473 | 38503 | 99550         |

| August 2024 HEAD START TIME & ATTENDANCE REPORT |                     |                  |              |                 |              |          |                    |              |              |                  |    |          |             |
|-------------------------------------------------|---------------------|------------------|--------------|-----------------|--------------|----------|--------------------|--------------|--------------|------------------|----|----------|-------------|
| As of 8/31/24                                   | 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                                       |                     | 8                | 8            |                 | 1            | 1        | 7                  | 1            | 8/15/2024    | 8                |    | 12       | 92.3%       |
| Antlers 2                                       |                     |                  | 0            |                 |              | 0        | 0                  | 0            |              | 0                |    |          |             |
| Battiest                                        |                     | 8                | 8            |                 |              | 0        | 8                  | 0            |              | 8                | 1  | 13       | 90.8%       |
| Boswell 1                                       |                     | 8                | 8            |                 |              | 0        | 8                  | 0            |              | 8                | 4  | 14       | 93.1%       |
| Boswell 2                                       |                     | 8                | 8            |                 |              | 0        | 8                  | 0            |              | 8                | 5  | 14       | 94.8%       |
| Broken Bow 1                                    |                     | 8                | 8            |                 |              | 0        | 8                  | 0            |              | 8                | 2  | 17       | 93.8%       |
| Broken Bow 3                                    |                     | 10               | 10           |                 |              | 0        | 10                 | 0            |              | 10               |    | 17       | 94.8%       |
| Clayton 1                                       |                     | 8                | 8            |                 |              | 0        | 8                  | 0            |              | 8                | 1  | 15       | 98.2%       |
| Clayton 2                                       |                     | 7                | 7            |                 |              | 0        | 7                  | 0            |              | 7                | 1  | 15       | 95.2%       |
| Forest Grove 1                                  |                     | 17               | 17           |                 |              | 0        | 17                 | 0            |              | 17               | 8  | 12       | 95.4%       |
| Forest Grove 2                                  |                     | 11               | 11           |                 |              | 0        | 11                 | 0            |              | 11               | 3  | 12       | 90.0%       |
| Fort Towson                                     |                     | 7                | 7            |                 |              | 0        | 7                  | 0            |              | 7                | 1  | 10       | 84.5%       |
| Haworth                                         |                     | 6                | 6            |                 |              | 0        | 6                  | 0            |              | 6                | 2  | 16       | 88.9%       |
| Horace Mann 1                                   |                     | 10               | 10           |                 |              | 0        | 10                 | 0            |              | 10               |    | 19       | 88.4%       |
| Horace Mann 2                                   |                     | 16               | 16           |                 |              | 0        | 16                 | 0            |              | 16               | 1  | 19       | 92.1%       |
| Horace Mann 3                                   |                     | 9                | 9            |                 |              | 0        | 9                  | 0            |              | 9                | 1  | 19       | 93.9%       |
| Hugo 2                                          |                     | 9                | 9            |                 | 1            | 1        | 8                  | 1            | 8/29/2024    | 9                |    | 19       | 92.1%       |
| Hugo 4                                          |                     | 10               | 10           |                 | 2            | 2        | 8                  | 2            | 8/28/2024    | 10               | 2  | 18       | 88.3%       |
| Idabel 1                                        |                     | 8                | 8            |                 |              | 0        | 8                  | 0            |              | 8                |    | 13       | 90.1%       |
| Idabel 2                                        |                     | 6                | 6            |                 |              | 0        | 6                  | 0            |              | 6                |    | 13       | 100.0%      |
| Idabel 3                                        |                     | 7                | 7            |                 |              | 0        | 7                  | 0            |              | 7                |    | 13       | 98.9%       |
| Rattan 1                                        |                     | 8                | 8            |                 |              | 0        | 8                  | 0            |              | 8                | 3  | 16       | 89.8%       |
| Rattan 2                                        |                     | 3                | 3            |                 |              | 0        | 3                  | 0            |              | 3                | 1  | 16       | 93.8%       |
| Rattan 3                                        |                     | 4                | 4            |                 | 1            | 1        | 3                  | 1            | 8/22/2024    | 4                |    | 16       | 93.3%       |
| Soper 1                                         |                     | 14               | 14           |                 |              | 0        | 14                 | 0            |              | 14               | 9  | 13       | 94.5%       |
| Soper 2                                         |                     | 12               | 12           |                 | 1            | 1        | 11                 | 1            | 8/20/2024    | 12               | 5  | 13       | 94.1%       |
| Valliant 1                                      |                     |                  | 0            |                 |              | 0        | 0                  | 0            |              | 0                |    |          |             |
| Valliant 2                                      |                     | 17               | 17           |                 | 2            | 2        | 15                 | 2            | 8/15/2024    | 17               | 5  | 19       | 83.8%       |
| TOTALS                                          | 0                   | 239              | 239          | 0               | 8            | 8        | 231                | 8            |              | 239              | 55 |          | 92.2%       |

## August 2024 Pre-K TIME & ATTENDANCE REPORT

| As of 8/31/24  | 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       |                     |                  | 0            |                 |              | 0        | 0                  |          |             |
| Boswell 1      |                     |                  | 0            |                 |              | 0        | 0                  |          |             |
| Boswell 2      |                     |                  | 0            |                 |              | 0        | 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        |                     | 3                | 3            |                 |              | 0        | 3                  | 13       | 94.1%       |
| TOTALS         | 0                   | 3                | 3            | 0               | 0            | 0        | 3                  |          | 94.1%       |

| August 2024 EHS Time and Attendance |                     |                  |              |                    |              |          |                    |    |              |              |          |             |
|-------------------------------------|---------------------|------------------|--------------|--------------------|--------------|----------|--------------------|----|--------------|--------------|----------|-------------|
| As of 8/31/24                       | 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                             |                     | 24               | 24           |                    | 3            | 3        | 21                 | 1  | 3            | 8/27/2024    | 22       | 87.3%       |
| Hugo                                |                     | 13               | 13           |                    | 3            | 3        | 10                 |    | 3            | 8/28/2024    | 22       | 73.6%       |
| Idabel                              |                     | 12               | 12           |                    | 2            | 2        | 10                 | 2  | 2            | 8/16/2024    | 22       | 72.3%       |
| TOTALS                              | 0                   | 49               | 49           | 0                  | 8            | 8        | 41                 | 3  | 8            |              |          | 80.3%       |

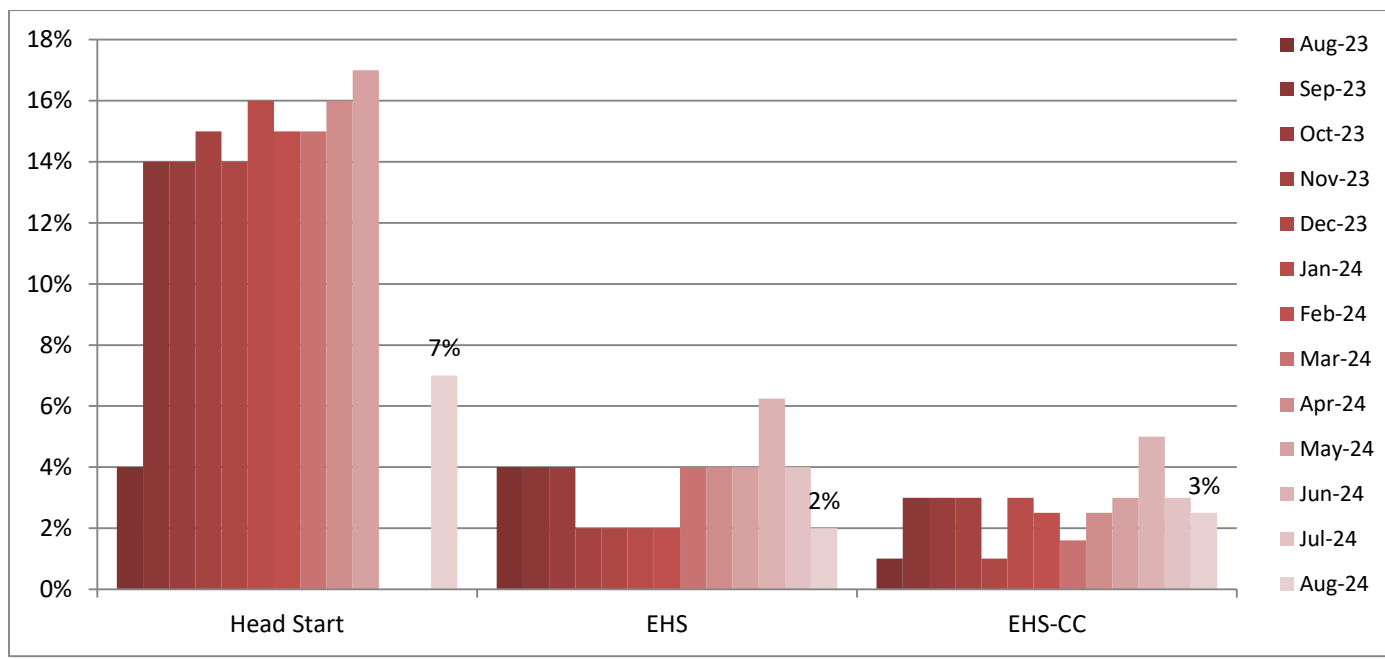
| August 2024 EHS-CC Time and Attendance |                     |                  |              |                    |              |          |                    |    |              |              |          |             |
|----------------------------------------|---------------------|------------------|--------------|--------------------|--------------|----------|--------------------|----|--------------|--------------|----------|-------------|
| As of 8/31/24                          | 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                            |                     | 9                | 9            |                    | 2            | 2        | 7                  | 1  | 2            | 8/14/2024    | 22       | 80.3%       |
| ELC-Broken Bow                         |                     | 16               | 16           |                    | 2            | 2        | 14                 | 1  | 2            | 8/7/2024     | 22       | 87.4%       |
| ELC-Hugo                               |                     | 10               | 10           |                    | 2            | 2        | 8                  |    | 2            | 8/9/2024     | 22       | 90.8%       |
| ELC-Idabel                             |                     | 16               | 16           |                    | 1            | 1        | 15                 | 2  | 1            | 8/6/2024     | 22       | 88.2%       |
| Cabbage Patch                          |                     | 24               | 24           |                    | 4            | 4        | 20                 | 2  | 4            | 8/29/2024    | 22       | 96.2%       |
| The LearningTree                       |                     | 42               | 42           |                    | 9            | 9        | 33                 | 2  | 9            | 8/22/2024    | 22       | 88.7%       |
| TOTALS                                 | 0                   | 117              | 117          | 0                  | 20           | 20       | 97                 | 8  | 20           |              |          | 89.6%       |

# Data Analysis Report Summary

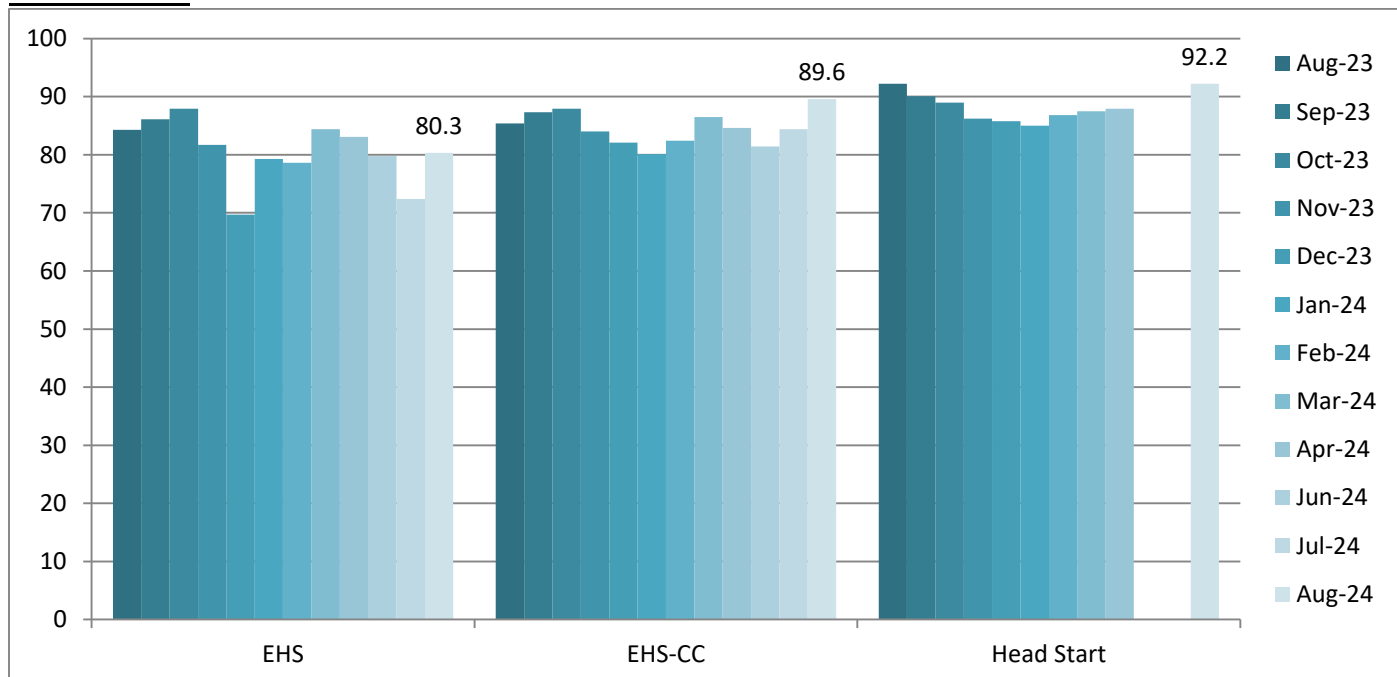
## August 2024

### Disabilities

IEP/IFSP –

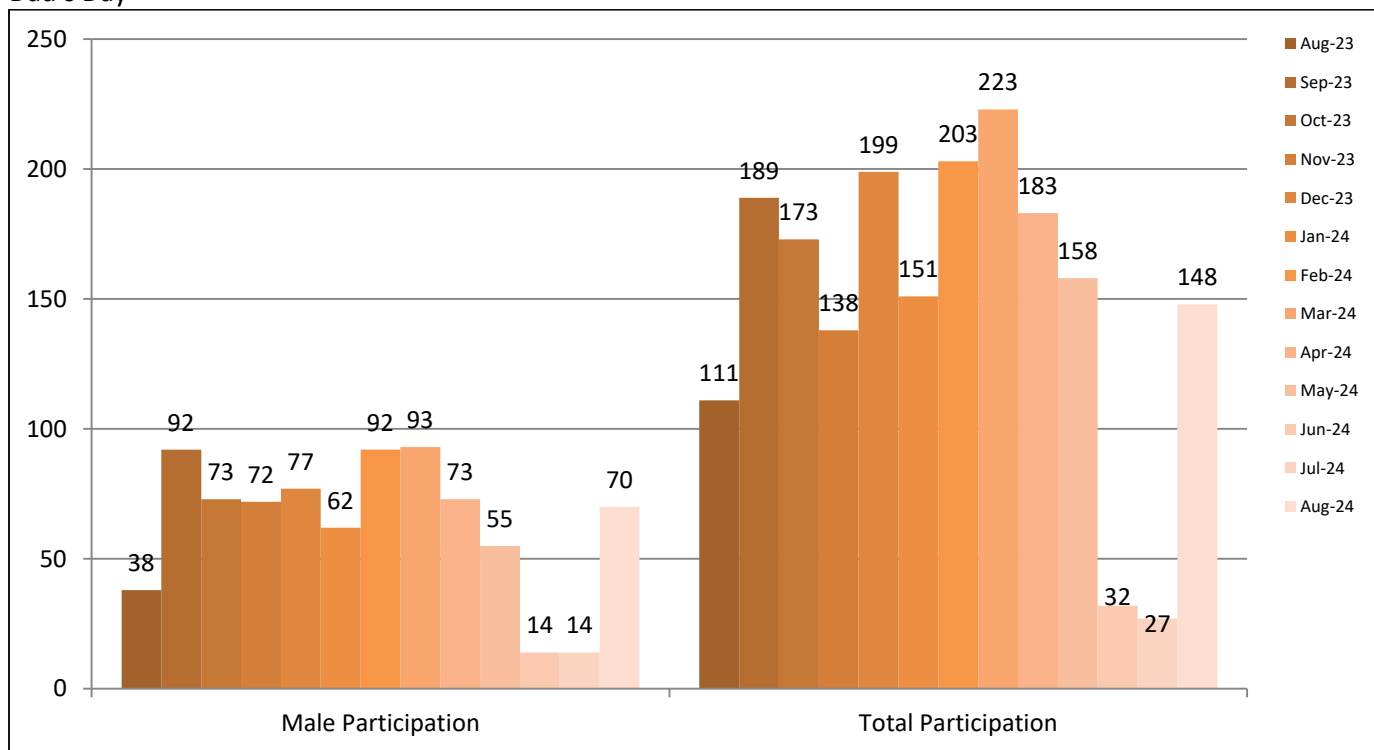


### Attendance

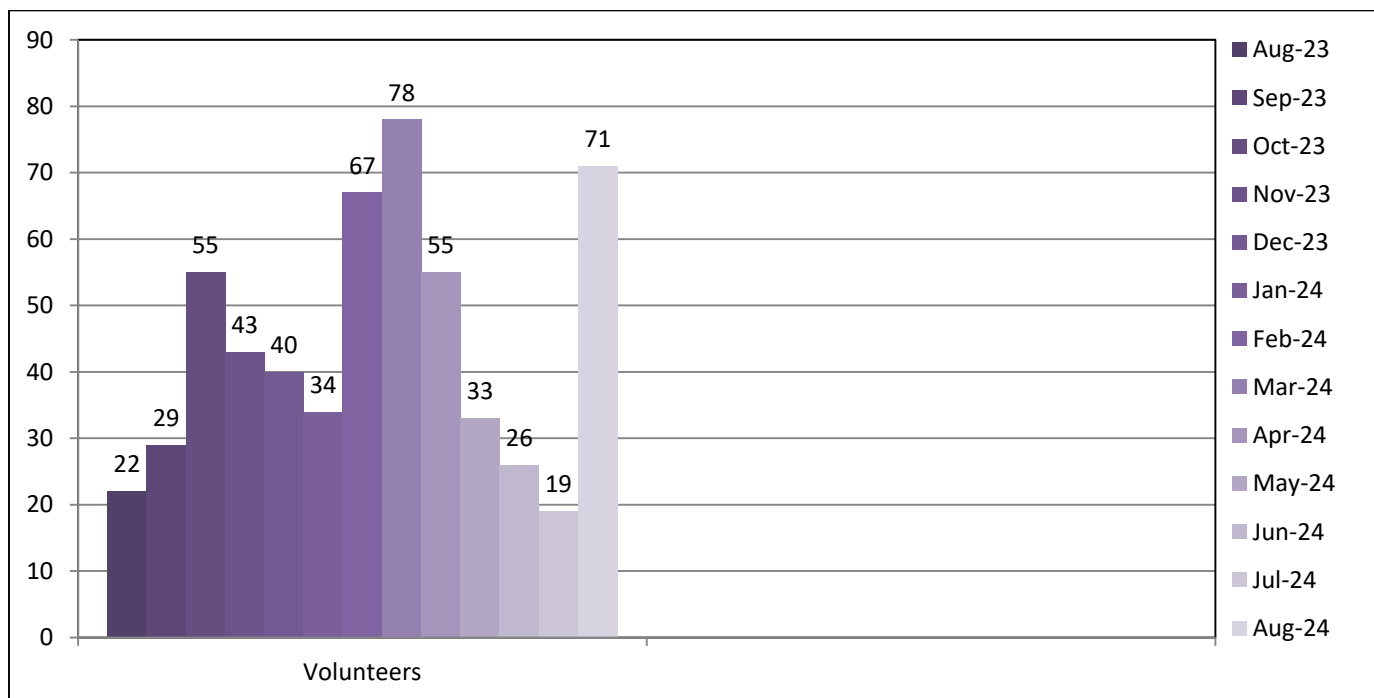


## Family & Community Engagement

### Dad's Day



### Parents Ready to Read





## Head Start Approach

 [eclkc.ohs.acf.hhs.gov/programs/article/head-start-approach](https://eclkc.ohs.acf.hhs.gov/programs/article/head-start-approach)

Head Start programs support children's growth from birth to age 5 through services that support early learning and development, health, and family well-being. Head Start staff actively engage parents, recognizing family participation throughout the program as key to strong child outcomes.

Head Start services are available at no cost to children ages birth to 5 in eligible families. Head Start preschool services work with families with children ages 3 to 5. Early Head Start services work with families with children ages birth to 3, and many also serve expectant families. Many programs operate both Head Start preschool and Early Head Start services. Programs deliver child development services in center-based, home-based, or family child care settings. All Head Start programs continually work toward our mission for eligible children and families to receive high-quality services in safe and healthy settings that prepare children for school and life.



Does my family qualify?

## Services for Children and Families

Head Start programs are helping children get [ready to succeed in school](#) and in life through learning experiences tailored to their changing needs and abilities.

### Early Learning and Development

Our programs are:

- Building strong relationships as the foundational driver for early learning
- [Engaging families](#) in their child's learning and recognizing parents as a child's first and most influential teacher
- Implementing effective practices to promote children's growth in [five key domains](#): approaches to learning, social and emotional development, language and literacy, cognition, and physical development
- [Encouraging learning](#) through play, creative expression, and guided activities with schedules and lesson plans that include the cultural and language heritage of each child and family in relevant ways

- Creating welcoming [learning environments](#) in indoor and outdoor settings that are well-organized and safe
- Conducting [ongoing screenings and assessments](#) to ensure each child is making progress, and collaborating with parents and community agencies when further assessment is needed
- Supporting the full inclusion of [children with disabilities](#) and building on their strengths

## Health and Wellness

Our programs are:

- Engaging all children in both indoor and outdoor [physical activity](#)
- Serving breakfast, lunch, and snacks that are healthy and [nutritious](#)
- Ensuring children receive medical, dental, hearing, vision, and behavioral [screening](#)
- Making sure children brush their teeth after meals and promoting [oral health and hygiene](#)
- Helping families understand and support their child's health and behavioral health needs
- Assisting with [mental health services](#) for children and families, as needed
- Building [resilience](#) to help children and families heal from traumatic experiences or events and overwhelming situations

## Family Well-being

Our programs are:

- Providing [parenting support](#) and strategies
- Supporting parental health and links to community services during [pregnancy](#)
- Connecting families to community and federal assistance
- Assisting families in identifying and reaching their goals and dreams, including those related to finances and [economic mobility](#), housing, employment, and education
- Providing a career pathway in early care and education — *about 25% of program staff are former Head Start parents!*

## Family Engagement

Our programs are:

- Inviting parents to share information and insights about their child
- Celebrating the role of fathers and male caregivers through [father engagement](#)
- [Engaging parents](#) as their child's lifelong advocate
- Welcoming parents to offer ways to improve children and families' experiences in the program, including through leadership roles on the [Policy Council](#)
- Supporting child and family [transitions](#) when the child is ready for the next step, to Head Start, kindergarten, or another early childhood program

## Meeting Community Needs

To reach the children and families who need Head Start services the most, programs are designed according to [community need](#). Directly funded at the local level, Head Start programs tailor their programs as appropriate for families in the designated service area. These programs may be provided in different settings and hours according to the needs indicated by their [community assessment](#).

## Federal-to-Local Funding Model

The federal government funds Head Start programs through the U.S. Department of Health and Human Services, Administration for Children and Families. Across the country, school districts, nonprofit and for-profit groups, faith-based institutions, tribal councils, and other organizations [qualify](#) to become a Head Start recipient and receive federal funding. The federal-to-local model allows local leaders to create a Head Start experience that is responsive to the unique and specific needs of their community. Many programs are combining funding from federal, state, and local sources to maximize service delivery and continuity. [Head Start Collaboration Offices](#) facilitate partnerships between Head Start agencies and other state entities that provide services to benefit low-income children and their families.

Migrant and Seasonal Head Start (MSHS) programs serve children ages birth to 5 from families engaged in agricultural work, either seasonally or across geographic regions. American Indian and Alaska Native (AIAN) Head Start programs serve children from federally recognized tribes and others in their communities.

Head Start programs either provide transportation services or assist families to arrange transportation of children to program activities.

## Eligibility and Enrollment

Head Start services are for children from birth to compulsory school age, as well as pregnant people and expectant families. Eligible participants include children whose families meet the [federal low-income guidelines](#) — that is, whose incomes are at or below the federal poverty guidelines or who participate in Temporary Assistance for Needy Families, Supplemental Security Income, or Supplemental Nutrition Assistance Program public assistance services. Other eligible participants include children who are in the foster care system or experiencing homelessness. Programs may also accept a limited number of children who do not meet any of those eligibility criteria.

MSHS programs have specific eligibility requirements for the children of farmworkers. AIAN Head Start programs enroll tribal children from reservations or nearby areas. All programs enroll children with disabilities and welcome children who speak a language other than English at home.

As there are generally more eligible children than is supported by program funding, each program maintains a waiting list according to their [selection criteria](#) for when a spot becomes available.

## Program Settings

Head Start services are delivered in a variety of settings, sometimes referred to as “options.” This consistent, supportive setting is designed to foster strong relationships between program staff, families, and children. The selection of settings offered by any Head Start program is determined by its assessment of community needs.

- [Center-based](#) services are located in child development centers. More than half of Head Start children are enrolled in center-based services, five days per week, for at least six hours per day.
- [Home-based](#) services are mostly delivered in a family’s own home, along with planned group socialization activities. More than a third of children enrolled in Early Head Start programs receive home-based services.
- [Family child care](#) services are located in a family-based child care setting.
- [Locally-designed](#) services are often delivered through some combination of the above settings, depending on the needs of the community.

## Outcomes

Since 1965, Head Start programs have reached 40 million children and their families. Children who enrolled in Head Start programs are more likely to graduate from high school and attend college, have improved social, emotional, and behavioral development, and are better prepared to be parents themselves than similar children who did not attend the program. Children enrolled in Early Head Start programs have significantly fewer child welfare encounters related to sexual or physical abuse between the ages of 5 and 9 than those who don't attend.

Research consistently shows a broad pattern of impacts for children at the end of their Head Start enrollment. While these benefits may appear to diminish in the early grades, economic benefits emerge as children become adults. The Head Start program's two-generation design — coupled with research-based, high-quality comprehensive services — has the power to change the trajectory for children's outcomes.

### Read more:

[Programs](#)

*Last Updated: March 23, 2023*



## Domestic Violence in OKLAHOMA

### WHAT IS DOMESTIC VIOLENCE?

Domestic violence is the willful intimidation, physical assault, battery, sexual assault, and/or other abusive behavior as part of a systematic pattern of power and control perpetrated by one intimate partner against another. It includes physical violence, sexual violence, threats, economic, and emotional/psychological abuse. The frequency and severity of domestic violence varies dramatically.

### DOMESTIC VIOLENCE IN OKLAHOMA

- 40.1% of Oklahoma women<sup>1</sup> and 37.8% of Oklahoma men<sup>2</sup> experience intimate partner physical violence, intimate partner rape and/or intimate partner stalking in their lifetimes.
- In 2019, 37 individuals were victims of intimate partner homicide in Oklahoma. Eighty-one percent of these deaths involved a firearm.<sup>3</sup>
- On a single day in 2020, Oklahoma the domestic violence programs reported serving 948 adult and child victims of domestic violence. During this same 24-hour period, 203 Hotline calls were received, averaging 9 contacts per hour. Fifty-eight requests for services were unmet due to lack of resources.<sup>4</sup>
- Oklahoma is ranked 3rd in the nation for women killed by men in single victim-single offender, homicides.<sup>5</sup>
- In Tulsa alone, the Tulsa police department responded to 5,044 domestic violence calls for service in 2017.<sup>6</sup> Many other incidents went unreported.
- As of December 31, 2020, Oklahoma had submitted 97 misdemeanor domestic violence conviction records and one protective order record to the NICS Index.<sup>7</sup>

### DID YOU KNOW?

- 1 in 3 women and 1 in 4 men in the United States have experienced some form of physical violence by an intimate partner.<sup>8</sup>
- On a single day in 2020, domestic violence hotlines received 21,321 calls, an average of almost 15 calls every minute.<sup>9</sup>
- In 2018, domestic violence accounted for 20% of all violent crime.<sup>10</sup>
- Abusers' access to firearms increases the risk of intimate partner femicide at least eleven-fold.<sup>11</sup> When firearms have been used in the most severe abuse incident, the risk increases 41-fold.<sup>12</sup>
- 65% of all murder-suicides involve an intimate partner; 96% of the victims of these crimes are female.<sup>13</sup>

### DOMESTIC VIOLENCE-RELATED FIREARMS LAWS IN OKLAHOMA

- Protective orders are required to contain notice that the respondent might be prohibited by federal law from possessing firearms.<sup>14</sup>
- Although judges are not explicitly authorized to prohibit protective order respondents from possessing firearms or require surrender of such firearms, when issuing ex parte and final orders, they are authorized to order whatever relief deemed necessary to protect victims/survivors.<sup>15</sup> This may include prohibiting firearm possession and requiring surrender of firearms and includes dating partners.<sup>16</sup>
- Law enforcement is required to confiscate firearms when responding to domestic violence incidents that result in arrest, if they have probable cause to believe the firearms were used in the abuse.<sup>17</sup>
- Oklahoma could strengthen its laws to protect victims and survivors by
  - Prohibiting domestic violence, dating violence and stalking misdemeanants from possessing firearms or ammunition;

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If you are in crisis, contact The National Domestic Violence Hotline at **1-800-799-SAFE (7233)** or [www.TheHotline.org](http://www.TheHotline.org).

Please visit the **National Coalition Against Domestic Violence's** website at [www.ncadv.org](http://www.ncadv.org) for more fact sheets, membership information and valuable resources.



## Domestic Violence in OKLAHOMA

- Prohibiting respondents to ex parte and final protective orders from possessing firearms or ammunition;
- Requiring prohibited persons to surrender their firearms upon becoming prohibited;
- Requiring background checks for all gun sales and transfers; and
- Requiring law enforcement to confiscate firearms when responding to domestic violence incidents if requested by the survivor.

More information about domestic violence and firearms in Oklahoma can be found at <https://www.disarmdv.org/state/oklahoma>.

<sup>1</sup> Smith, S. G., Chen, J., Basile, K. C., Gilbert, L. K., Merrick, M. T., Patel, N., Walling, M., & Jain, A. (2017). *The national intimate partner and sexual violence survey (NISVS): 2010-2012 state report*. National Center for Injury Prevention and Control, Centers for Disease Control and Prevention. <https://www.cdc.gov/violenceprevention/pdf/NISVS-StateReportBook.pdf>

<sup>2</sup> Ibid.

<sup>3</sup> Oklahoma Domestic Violence Fatality Review Board. (2020). *An analysis of 2019 domestic violence homicides: Report year 2020*. [https://www.oag.ok.gov/sites/g/files/gmc766/ff/2020\\_dvfrb\\_annual\\_report\\_official.pdf](https://www.oag.ok.gov/sites/g/files/gmc766/ff/2020_dvfrb_annual_report_official.pdf)

<sup>4</sup> National Network to End Domestic Violence. (2020). 15th annual domestic violence counts report - Oklahoma summary. <https://nnedv.org/resources-library/15th-annual-domestic-violence-counts-report-oklahoma-summary/>

<sup>5</sup> Violence Policy Center. (2020). *When men murder women: An analysis of 2018 homicide data*. <https://vpc.org/studies/wmmw2020.pdf>

<sup>6</sup> Isaza, G. T., Engle, R. S., Corsaro, N., Ozer, M. M. (2019). *Understanding domestic violence patterns: A problem analysis conducted for the Tulsa, Oklahoma police department*. International Association of Chiefs of Police/University of Cincinnati Center for Police Research and Policy. [https://www.theiacp.org/sites/default/files/2020-09/Report%20-%20Tulsa\\_%20Domestic%20Violence%20Problem%20Analysis\\_FINAL%20%281%29.pdf](https://www.theiacp.org/sites/default/files/2020-09/Report%20-%20Tulsa_%20Domestic%20Violence%20Problem%20Analysis_FINAL%20%281%29.pdf)

<sup>7</sup> FBI Criminal Justice Information Services (CJIS) Division: National Instant Criminal Background Check System (NICS) Section (2021). *Active records in the NICS Index as of December 31, 2020*. <https://www.fbi.gov/file-repository/active-records-in-the-nics-indices-by-state.pdf/view>

<sup>8</sup> Black, M.C., Basile, K.C., Breiding, M.J., Smith, S.G., Walters, M.L., Merrick, M.T., Chen, J., & Stevens, M. (2011). *The national intimate partner and sexual violence survey: 2010 summary report*. Centers for Disease Control and Prevention, National Center for Injury Prevention and Control, Division of Violence prevention. [http://www.cdc.gov/violenceprevention/pdf/nisvs\\_report2010-a.pdf](http://www.cdc.gov/violenceprevention/pdf/nisvs_report2010-a.pdf)

<sup>9</sup> National Network to End Domestic Violence. (2021). *15th annual domestic violence counts report*. <https://nnedv.org/wp-content/uploads/2021/05/15th-Annual-DV-Counts-Report-Full-Report.pdf>

<sup>10</sup> Morgan, R.E., & Oudekerk, B.A. (2019). *Criminal victimization, 2018*. Bureau of Justice Statistics. <https://www.bjs.gov/content/pub/pdf/cv18.pdf>

<sup>11</sup> Spencer, C. M. & Stith, S. M. (2020). Risk factors for male perpetration and female victimization of intimate partner homicide: A meta-analysis. *Trauma, Violence, & Abuse*, 21(3), 527-540. doi: 10.1177/1524838018781101

<sup>12</sup> Campbell, J.C., Webster, D., Koziol-McLain, J., Block, C., Campbell, D., Curry, M. A., Gary, F., Glass, N., McFarlane, J., Sachs, C., Sharps, P., Ulrich, Y., Wilt, S., Manganello, J., Xu, X., Schollenberger, J., Frye, V., & Lauphon, K. (2003). Risk factors for femicide in abusive relationships: Results from a multisite case control study. *American Journal of Public Health*, 93(7), 1089-1097.

<sup>13</sup> Violence Policy Center (2018). *American roulette: murder-suicide in the United States*. Washington, DC. Retrieved from <https://vpc.org/studies/amroul2018.pdf>.

<sup>14</sup> Okla. Stat. tit. 22, § 22-60.11(5)

<sup>15</sup> Okla. Stat. tit. 22, § 22-60.3(A); Okla. Stat. tit. 22, § 22-60.4(C)(1)

<sup>16</sup> Okla. Stat. tit. 22, § 22-60.1(1)

<sup>17</sup> Okla. Stat. tit. 22, § 22-60.8(A)

If you are in crisis, contact The National Domestic Violence Hotline at 1-800-799-SAFE (7233) or [www.TheHotline.org](http://www.TheHotline.org).

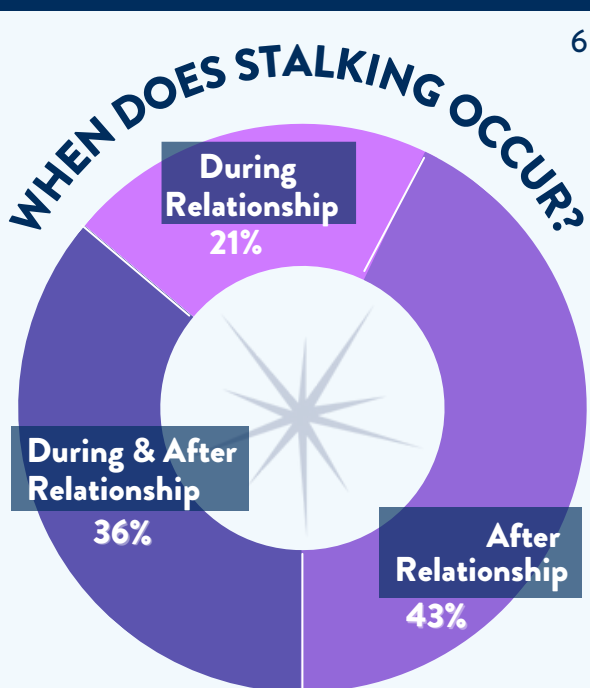
Please visit the **National Coalition Against Domestic Violence's** website at [www.ncadv.org](http://www.ncadv.org) for more fact sheets, membership information and valuable resources.

# STALKING & DOMESTIC VIOLENCE

All stalkers can be dangerous. On average, intimate partner stalkers pose the greatest threats to their victims.

**85%** of attempted  
**76%** of completed  
**INTIMATE PARTNER FEMICIDES**  
were preceded by **stalking** in the prior year<sup>1</sup>

**2** YEARS  
is the average duration of intimate partner stalking.<sup>2</sup>



Stalking can occur before, during, and/or after a relationship.

## Citations

- 1 McFarlane, J., Campbell, J.C., Wilt, S., Ulrich, Y., & Xu, X. (1999). Stalking and Intimate Partner Femicide. *Homicide Studies* 3 (4), 300-316.
- 2 Brewster, M. (2003). Power and control dynamics in pre-stalking and stalking situations. *Journal of Family Violence*, 18, 4, 207-217.
- 3 Smith, S.G., Basile, K.C., & Kresnow, M. (2022). *The National Intimate Partner and Sexual Violence Survey (NISVS): 2016/2017 Report on Stalking*. Atlanta, GA: National Center for Injury Prevention and Control, Centers for Disease Control and Prevention.
- 4 Sheridan, L. & Davies, G.M. (2006). Violence and the Prior Victim-Stalker Relationship. *Criminal Behaviour and Mental Health* 11(2): 102-116.
- 5 Leemis, R.W., Friar, N., Khatiwada, S., Chem, M.S., Kresnow, M., Smith, S.G., Caslin, S., & Basile, K.C. (2022). *The National Intimate Partner and Sexual Violence Survey (NISVS): 2016/2017 Report on Intimate Partner, Violence*. Atlanta, GA: National Center for Injury Prevention and Control, Centers for Disease Control and Prevention.
- 6 Tjaden, P. & Thoennes, N. (1998). *Stalking in America: Findings from the National Violence Against Women Survey (NCJ#169592)*. Washington, DC: National Institute of Justice Centers for Disease Control and Prevention.

**43%** of female  
**32%** of male  
**STALKING VICTIMS ARE TARGETED** by (current or former) **INTIMATE PARTNERS**<sup>3</sup>

Victims of intimate partner stalking have



**MORE SEPARATION ATTEMPTS**

than victims of intimate partner violence alone.<sup>4</sup>

**BOTH STALKING<sup>3</sup> & INTIMATE PARTNER VIOLENCE<sup>5</sup> ARE PREVALENT**



**1 in 3 women**



**2 in 5 women**



**1 in 6 men**



**1 in 4 men**

**experience stalking in their lifetimes**

**are impacted by intimate partner violence in their lifetimes**  
(stalking, sexual, and/or physical violence)

Congratulations to Johnny Driggers, Energy Auditor with the LIFT Weatherization Program. Johnny recently received the Ted Allen Memorial Award in recognition of his dedicated service to the people and the housing programs of Oklahoma.

