



ANNUAL REPORT

FY 2017

North Central West Virginia Community Action Association, Inc.

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WVCAP Directors presented David Bradley a check to the National Community Action Foundation.

To Our Stakeholders ...

NCWVCAA'S ANNUAL STATISTICS REPORT

- ✓ 9,870 people were served from January through December 2017 by North Central WV Community Action Association, representing 3,752 Households.
- ✓ 925 had employment as the household's only source of income
- ✓ 330 had employment income plus one other source
- ✓ Of all customers that NCWVCAA served, only 1,384 households (37%) received cash assistance or TANF benefits from WVDHHR.

NCWVCAA'S OPERATING HIGHLIGHTS

- ✓ Employed 238 of local residents from Preston, Monongalia, Marion, Taylor, Barbour, Randolph, Tucker, Pocahontas, Greenbrier and Webster Counties
- ✓ Paid \$5,040,889 in wages
- ✓ Paid \$531,087 in employment benefits
- ✓ Paid \$382,614 in taxes
- ✓ Spent \$4,514,430 with regional vendors
- ✓ Deposited \$11,294,407 with financial institutions

NCWVCAA'S FINANCIAL HIGHLIGHTS

- ✓ The total federal funds are approximately \$9.9 million from the Department of Health and Human Resources, Federal Emergency Management Agency, Housing and Urban Development, Department of Veterans Affairs, and as a pass-through the WV Governor's Office of Economic Opportunity and the WV Housing Development Fund.
- ✓ State Dollars are approximately \$250 thousand primarily from the WV Department of Health and Human Resources.
- ✓ The Private and Other funds will amount to approximately \$670 thousand and primarily come from program income, private donors, low income housing rental income and the United Way Agencies in our service areas.

Board of Directors

REGION I: MONONGALIA, MARION, AND TAYLOR COUNTIES

Member	County	Sector
James Danesh	Marion	Low-Income
Michael Brantmayer	Monongalia	Public
Zana (Kay) Nesselrotte	Marion	Public
William (Scott) Biddle	Marion	Private
Jeff Van Volkenburg, President	Marion	Public
Christopher Morris	Monongalia	Private
Stacey Layne, Treasurer	Marion	Private

REGION II: GREENBRIER, POCAHONTAS, RANDOLPH COUNTIES

Member	County	Sector
Joyce Floyd, Secretary	Randolph	Low-Income
Linda Sanders, Vice President	Randolph	Public
Karen Begg	Randolph	Public
Charles Kinnison	Pocahontas	Private

REGION III: BARBOUR, PRESTON, AND TUCKER COUNTIES

Member	County	Sector
Joyce Metheny	Tucker	Low-Income
Martha Susie Cvechko	Barbour	Public
Alcinda (Cindi) Shockey	Preston	Public
Bruce Kolsun	Tucker	Private

Policy Council Representatives

Misty Cottingham	Marion	Low-Income (PC Rep.)
Brittany Critchfield	Barbour	Low- Income (PC Rep.)

2017 BOARD OFFICERS

Jeff Van Volkenburg, President
Linda Sanders, Vice President
Joyce Floyd, Secretary
Stacey Layne, Treasurer

Financial Statement

North Central West Virginia Community Action Association, Inc.
Budgeted Revenue
Fiscal Year 2016

<u>PROGRAM</u>	<u>ESTIMATED BUDGET</u>	<u>SOURCE</u>
Head Start	6,329,274.00	FEDERAL
Early Head Start	625,165.00	FEDERAL
EFSP	15,000.00	FEDERAL
Vets Per Diem	95,312.00	FEDERAL
Next Step HUD	116,636.00	FEDERAL
CSBG	913,757.00	FEDERAL
WX-DOE	515,412.00	FEDERAL
WX-DHHR	890,353.00	FEDERAL
SSVF	269,538.00	FEDERAL
DHHR-Shelters, VITA	250,848.00	STATE
USDA (HS, EHS, SUMMER FOODS)	160,403.00	FEDERAL
ESGP	21,983.00	FEDERAL
Program Income	500,000.00	OTHER
Corporate	15,000.00	OTHER
Rentals	60,000.00	OTHER
United Way	20,000.00	PRIVATE
Donations	75,000.00	PRIVATE
	<u>\$ 10,873,681.00</u>	

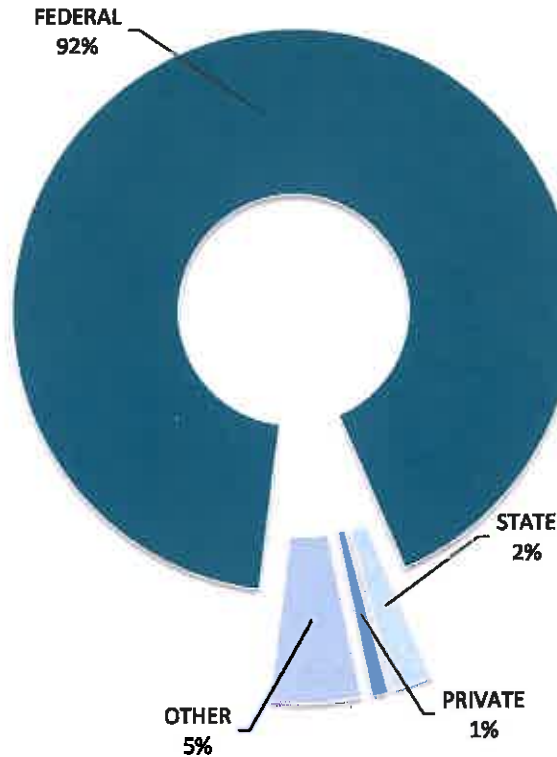
North Central West Virginia Community Action Association, Inc.
Statement of Activities and Changes in Net Assets (Unaudited/Unadjusted)
As of June 30, 2017

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
REVENUE AND OTHER SUPPORT:			
Grant revenue			
Federal direct	\$ 6,527,084	\$ -	\$ 6,527,084
State/pass through	2,774,210	-	\$ 2,774,210
State -- West Virginia Housing Development Fund	-	308,815	\$ - \$ 308,815
Program income	483,863	-	\$ 483,863
In-kind matching	899,999	-	\$ 899,999
Miscellaneous income	39,793	-	\$ 39,793
Donations	67,408	-	67,408
	<u>10,792,356</u>	<u>308,815</u>	<u>11,101,170</u>
Total revenues and other support			
EXPENSES:			
Salaries and wages	5,531,046	26,974	5,558,020
Payroll taxes and employee benefits	998,102	3,520	1,001,622
Contractual services	1,118,922	48,925	1,167,847
Supplies	831,897	7,084	838,981
Travel	151,500	2,637	154,137
Insurance	136,334	10,789	147,123
Facility expenses	535,330	6,129	541,460
Vehicles expense	138,555	-	138,555
In-kind services	899,999	-	899,999
Depreciation	-	-	-
Food purchases	172,144	-	172,144
Other	285,062	4,274	289,336
	<u>10,798,892</u>	<u>110,331</u>	<u>10,909,224</u>
Total expenses			
Change in net assets	(6,537)	198,483	191,947
NET ASSETS AT BEGINNING OF YEAR	<u>3,496,152</u>	<u>389,532</u>	<u>3,885,684</u>
NET ASSETS AT END OF YEAR	<u>\$ 3,489,615</u>	<u>\$ 588,015</u>	<u>\$ 4,077,631</u>

North Central West Virginia Community Action Association, Inc.
Statement of Financial Position (Unaudited/Unadjusted)
For the Year Ending June 30, 2016

		<u>Unrestricted</u>
ASSETS		
	CURRENT ASSETS	
	Cash	\$ 957,657
	Grants Receivable	868,898
	Other Receivable	3,261
	Notes Receivable, current portion	-
	Assets held for resale	186,807
	Other Assets	
	Prepaid expenses and deposits	<u>68,385</u>
	Total current assets	<u>2,085,008</u>
	PROPERTY AND EQUIPMENT, NET	<u>3,208,220</u>
	OTHER ASSETS	
	Notes Receivable, net of current portion	<u>-</u>
	Total other assets	<u>-</u>
	Total Assets	<u>\$ 5,293,228</u>
LIABILITIES AND NET ASSETS		
	CURRENT LIABILITIES	
	Notes Payable, current maturities	\$ 6,000
	Accounts payable and accrued expenses	605,933
	Accrued payroll and benefits	452,358
	Other Payables	37,460
	Deferred revenue—CHDO	-
	Deferred revenue	<u>74,758</u>
	Total current assets	<u>1,176,509</u>
LONG TERM DEBT		
	Note payable, long-term portion	<u>39,089</u>
	Total long-term liabilities	<u>39,089</u>
	Total liabilities	1,215,598
NET ASSETS		
	Temporarily restricted	588,015
	Unrestricted	<u>3,489,615</u>
	Total net assets	4,077,631
	Total liabilities and net assets	<u>\$ 5,073,630</u>

**North Central WV Community Action Agency, Inc.
Budgeted Funds for 2017-2018**



The total expected federal funds are approximately \$9.9 million from the Department of Health & Human Services, Federal Emergency Management Agency, Housing & Urban Development, Department of Veterans Affairs, and as a pass-through the WV Governor's Office of Economic Opportunity and the WV Housing Development Fund.

The expected State Dollars to be received are approximately \$250 thousand, primarily from the WV Department of Health and Human Resources.

The Private and Other funds will amount to approximately \$670 thousand and will primarily come from program income, private donors, low income housing rental income and the United Way Agencies in our service areas.

<i>Direct Federally Funded Programs</i>	<i>State or Federal Flow Through Funded Programs</i>	<i>Private & Other Programs</i>
Head Start	Weatherization	Group Work Camp
Early Head Start	Community Services Block Grant	United Way
Continuum of Care Program	Homeless Prevention & Rapid Re-Housing	Donations
Emergency Food & Shelter	Homeless Shelter Grants	Low Income Housing Rental Income
VA Homeless Per Diem	Volunteer Income Tax Assistance Grant	
Supportive Services for Veterans Families	WV Housing Development Fund	

Children Services

HEAD START / EARLY HEAD START

Enrollment:

1,348 applications were received for Head Start Delegate (187) and Head Start/Early Head Start Grantee (1,161)
Total funded enrollment was 896:

- 643 children served as a result of NCWVCAA's grant agreement for Head Start Program
- 52 children served as a result of NCWVCAA's grant agreement for Early Head Start Program
- 181 children served by Delegate agency, Monongalia County Board of Education

Services provided as a result of NCWVCAA Head Start in Barbour, Marion, Monongalia (Delegate), Pocahontas, Preston, Randolph, Taylor, and Webster Counties. Services provided as a result of NCWVCAA Early Head Start in Marion, Preston, Randolph, and Tucker Counties.

Funding:

- \$6,621,956 funded budget for Head Start/Early Head Start Program
- \$4,561,952 in federal funds were expended for operations
- \$1,022,415 in federal funds for Delegate (including T&TA)
- \$134,235 was spent on training and technical assistance
- \$ 1,887,055 was received in non-federal match funds

Grantee Head Start Program Results:

- 88.7% of children were up-to-date on a schedule of age-appropriate preventive and primary health care according to West Virginia's EPSDT schedule for well child care.
- 91% children received dental exams.
- 522 children transitioned into kindergarten for the 2013 school year.
- 140 children were on an Individualized Education Plan (IEP) and received special education services.

Grantee Early Head Start Program Results:

- 85.4% children were up-to-date on a schedule of age-appropriate preventive and primary health care according to West Virginia's EPSDT schedule for well child care.
- 73.2% children had a dental home established.
- 13 children were on an Individualized Family Service Plan (IFSP) and received special education services.

Grantee Early Head Start Classrooms:

- 2 Center-Based Classrooms in Marion County
- 4 Home-Based Sites in Preston, Randolph, and Tucker Counties

Grantee Head Start Classrooms:

- 58 Center-Based Classrooms of which there are:
 - 1 Full Day Classroom Non-Collaborative in Taylor County
 - 56 Full Day Board of Education Collaborative Classrooms amongst Barbour, Marion, Monongalia (Delegate), Pocahontas, Preston, Randolph, Taylor, and Webster Counties
 - 1 Full Day/Full year Childcare Collaborative Classroom in Pocahontas County

Monongalia County Board of Education- Delegate Head Start:

- 33 Centered Based Classrooms/Full Day Collaborative Classrooms

NCWCAA Head Start/Early Head Start Policy Council Officers

Anna Edmunds, Chairperson
James "Beau" Murphy, Vice-Chairperson

Jackie Mahaney, Secretary
James Danesh, Parliamentarian



READERS DIGEST

WHAT WE'RE READING THIS WEEK...

Head Start students at AJ learn important lessons, while earning credit

"Anna Jarvis Elementary School head start students learned about the letter "P" last week, and had a visit from two local police officers."

Pocahontas County Success Stories: Written by David McCloud

I had a married couple that had a new born baby. The husband was and still is working at Snowshoe. His wife was having severe medical issues and they were having to drive to Morgantown WV to the doctor. The husband was having to miss work to drive his wife to the doctor appointments. They got behind on their electric bill and had a termination notice, due to the husband having to take off work. I signed this gentleman up with our case management program and I was able to help them pay their electric bill. This couple just needed this extra help that North Central Community Action was able to provide to keep this family together and in their home. They stated without our help they would have not been able to pay their power bill and would not have known who could have helped them in their time of need.

I signed up a young couple that was needing help with rent as they wanted to get an apartment. They had both just started new jobs, but were unable to pay the security deposit and the first month's rent. With the case management program, I was able to help them pay the first month's rent and they were able to pay the security deposit. They are both still working at this time and still living in the apartment. North Central Community Action was able to help this couple get an apartment to become self-sufficient.

I had a young gentleman that had just started a new job at Snowshoe and he did not have winter clothes or boots. Through our case management program I was able to help him purchase a pair of work boots and winter clothes, so he could work outside in the cold. This gentleman was so very grateful and thankful for the help that I provided to him through North Central Community Action. He is still working at Snowshoe as he was able to get a full time job. This has made him remain self-sufficient.

I had a lady that was working at the Dollar General Store in the Northern end of the county and she had to travel approximately 30 miles one way. She came into the office and asked if I had any programs that could help her with tires for her car. I walked outside and looked at her car and her two front tires were in desperate need of tires. I was able to sign her up with our case management program and I was able to purchase 2 tires for her car. In doing so this allowed the client to continue to be able to drive to her job and to stay self-sufficient. She stated without the assistance of North Central Community Action she would have not been able to buy the tires herself. With our help she is able to continue her employment and is still a productive citizen in the county.

Community Services

COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO) PROJECTS

Morgan Manor – LIHTC (Partner Capacity – Consultant):

- 32 units will be rehabbed
- Greenbrier County obligated to project
- \$46,029 to be received in 2018 for involvement
- Rehab to be completed in 2018
- 32 individuals or families that will be provided affordable housing as a result of NCWVCAA

Southside Square Apartments – WVHDF Letter of Intent to Fund:

- 4 rental units committed to build
- Barbour County obligated to project
- \$620,000 approximate amount received to be based on construction bid
- 2018-2019 projected timeframe
- 4 individuals or families that will be provided affordable housing as a result of NCWVCAA.

Rental Housing: (Applies only to Barbour and Tucker Counties)

21 individuals or Families received rental housing as a result of NCWVCAA

- 6 Country Way Apartments, Barbour County
- 15 Jameson Street Apartments, Pine View Apartments, and Mountain View Apartments, Tucker County.

WEATHERIZATION

89 unduplicated Weatherization completions from November 1, 2016 to October 31, 2017, with an average job cost of \$5,858.

Completions per County: Barbour-4, Greenbrier-3, Harrison-9, Marion-6, Monongalia-29, Pocahontas-0, Preston-23, Randolph-7, Taylor-1, Tucker-7

- Weatherization energy auditors completed 120 dwelling specific computerized energy audits detailing energy efficient measures to be performed as well as the projected savings to be obtained.
- Weatherization and associated utility programs were responsible for installing 150 Energy Star certified refrigerators, 69 high efficiency heating systems, 10 high efficiency hot water heaters, and performed energy education at 302 dwellings within our service area.
- 213 Dwellings were addressed through LICUAP, generating \$40,285.00 for the program. LICUAP focuses on client education, energy saving light bulbs, Energy Star refrigerators, water pipe insulation, faucet aerators, low flow shower heads, and energy saving surge protectors.
- 11 homes were addressed using Dominion Hope funds totaling \$20,481.00, 10 of these homes received new high efficiency heating systems. Dominion Hope is geared towards our clients that consume Dominion Hope gas to fuel their primary heating system.
- Weatherization utilized \$31,299.00 of TrailCo utility funds on MonPower customers located in Monongalia, Preston, and Tucker Counties. The TrailCo Program is a program that focuses on saving MonPower customers located in the three aforementioned counties on their electric bills through an array of services such as installing high efficiency heat pumps, detailed Client Education, Energy Star certified appliances such as; window air conditioners, refrigerators, dish washers, Hot Water Heaters, and clothes washing machines. Or the funds may be used to install energy efficiency weatherization materials and associated labor that would have a positive impact on conserving electric energy.

CASE MANAGEMENT

Emergency Assistance:

- 1,311 individuals were provided assistance to alleviate their financial crises. Temporary financial assistance may include; food, clothing, utility payments, mortgage/rent payments, infant or child needs, household furniture items, personal hygiene products, gasoline for transportation or medicine.
- \$85,481 total spent assisting clients with financial crises.

Seasonal Programs: (Turkey Vouchers, Backpacks, Garden Vouchers, Forgotten Angel etc.)

- 1,265 Individuals or families provided service or assistance as a result of NCWVCAA.
- \$34,952 total cost provided by NCWVCAA for these program(s)

Tucker County Success Stories: written by Amy Owens

North Central WV Community Action Association, Inc. (NCWVCAA) provided Case Management and Emergency Assistance for a female customer. All of the customer's tires bald and this made for dangerous winter traveling. Four tires were paid by our program funds for safety issues to continue her employment as a traveling home health aide. NCWVCAA also worked with this customer to find affordable housing and assisted her with the inspection of different homes. This customer benefitted from our follow up Case Management Services and is now a new home owner.

North Central WV Community Action Association, Inc. (NCWVCAA) helped a single father with Case Management Services, and paid for his first month's rent and he was just starting part-time employment. NCWVCAA assisted in finding him full time employment with our follow up Case Management and Employment Mentoring Services. This customer is now working full-time and has safe and affordable housing for him and his family.

North Central WV Community Action Association, Inc. (NCWVCAA) helped a disabled elderly woman with getting rid of mold in her home that caused health issues. Weatherization services were completed on her home to make it more energy efficient and safe. This customer received new appliances for her home. NCWVCAA assisted with all of her USDA Home Improvement Grant and facilitated in getting her a contractor to put a new metal roof, new flooring and fix her sewage leak. NCWVCAA partnered with the Group Work Camp Program in Tucker County, to have new front and back porches put on her home. Therefore, she was able to refinance her home loan at a fixed lower rate, and pay off all of her credit cards. This customer now has safe and affordable housing, living healthy in her home environment, and is now financially independent and self-sufficient.

SUMMER FOOD PROGRAM: (Barbour, Marion, and Taylor Counties)

- The Summer Food Program provides low-income, school aged children with free meals/snacks during the summer months throughout North Central's counties. In 2017 various sites within Barbour, Marion, Monongalia, Preston and Randolph counties participated in the program. The Summer Food Program is the single largest resource available for local organizations that combine a feeding program with a summer activity program for children. During the school year nutritious meals/snacks are available at local schools, but when school ends, so do these meals. This is where the Summer Food Program steps in and provides food and activities for young children who would otherwise go hungry during the summer months. The snacks provided follow the USDA snack recommendations for healthy choices.
- 5292 children were provided snacks
- 8 Summer Feeding Program sites
- \$3492.72 in CSBG funding used to cover the costs of the snacks

SUPPORTIVE SERVICES FOR VETERANS AND FAMILIES

North Central WV Community Action Association (NCWVCAA) will utilize the SSVF funding to assist very low-income Veteran families residing in or transitioning to permanent housing to provide a range of supportive services to eligible Veteran families that are designed to promote housing stability. NCWVCAA aims to improve the housing stability of very low-income Veteran families and to provide outreach and case management services and provide assistance in obtaining other public benefits, including Veteran benefits.

- \$264,549.00 Final SSVF Grant Amount
- \$550.00 in SSVF Program Donations
- 77 Clients Served
 - 15 Prevention Clients
 - 62 Rapid Rehousing Clients

VOLUNTEER INCOME TAX ASSISTANCE

- 669 families/individual were provided tax assistance
- 370 Myfreetaxes.com online service VITA promoted
- 1039 total clients served with in person or online service
- 18 volunteers/staff
- 1004 hours of services
- 6 tax sites
- 6 counties served
- \$716,755 resulted in refunds
- \$259,70 saved in tax preparation fees
- 669 returns out of 156 were eligible for the Earned Income Tax Credit (EITC)
- \$235,306 was received in EITC refunds
- \$7,625 received Child Tax Credit
- \$54,489 received additional Child Tax Credit
- 11 households received Educational Credits
- \$7,823 received Educational Credits

HOMELESS SERVICES

Randolph County Homeless Shelter

- 93 Homeless Individuals were provided shelter services
- 4 Families were provided shelter services
- 2,668 Total Shelter nights were provided by Homeless Shelter
- 685 Case Management hours were provided by NCWVCAA Staff to Individuals and Families residing at the Homeless Shelter
- 28 Homeless Individuals increased their income as of a result of NCWVCAA



**Randolph County Homeless Shelter in Elkins.*



Cindy Jividen, Shelter Manager

Homeless Shelter Success Story: Written by Cindy Jividen

One of the nicer things about working at the Randolph County Homeless Shelter is seeing the progress that some of our clients display, and knowing that we played a major role in their life-style changes. In July, 2017, Mr. Client came to the Randolph County Homeless Shelter. He had become homeless after getting evicted from his senior housing. He was 72 years old, and did not have an income. His daughter had been paying his monthly rent of \$50.00, but he could not reside with her due to family issues. First of all, he needed a place to get settled in and secondly a plan for progress to help get him out of his current situation.

Our first step was to make him feel comfortable in our homelike surroundings at the shelter, and allow our staff to provide the platform for which a service plan could be implemented. With the guidance of the case worker, Mr. Client was taken to the Social Security Office, to make application for benefits. In a few weeks, he received notification that he was approved for SSI, and would begin receiving a check the first of September. After the income need was met, his service plan was updated to search for affordable housing. This was a challenging task due to his eviction. However, the case worker made the connection with a new landlord in the area, and located him housing within the month. He is a participant in our follow-up program, and on our last home visit he was still stably housed, and goes to the Senior Center for activities and utilizes the nutrition site for his meals. This particular story demonstrates how support and security can affect the life of an individual.

Marion County Homeless Shelter

- 121 Homeless Individuals were provided shelter services
- 8 Families were provided shelter services
- 5,533 total Shelter nights were provided by Homeless Shelter
- 526 Case Management hours were provided by NCWVCAA Staff to Individuals and Families residing at the Homeless Shelter
- 13 Homeless Individuals increased their income as of a result of NCWVCAA

Transitional, Supportive Veteran Services

- 31 Veterans received Transitional Supportive Services provided by NCWVCAA
- 1,420 hours of Case Management Services were provided by NCWVCAA

Transitional Housing through the Next Step Housing Program

- 6 Individuals or Families received Transitional Housing provided by NCWVCAA
- 6 Individuals or Families that received Transitional Housing provided by NCWVCAA, moved into Permanent Housing
- 72 hours of Case Management Services were provided by NCWVCAA

Permanent Supportive Housing through the Next Step Housing Program

- 28 Individuals or Families received Permanent Supportive Housing provided by NCWVCAA
- 1,072 hours of Case Management Services were provided by NCWVCAA

2017 Story Board



Debbie Vandetta accepting NCWVCAA's 1st place plaque for our Story Board at WVCAP Conference

2017 Attendees at WVCAP Conference



Company Information

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