

2009/2010 ANNUAL REPORT



Becky Byzewski presenting President Dave Wallace with a plaque for his 2 year term with Safe Communities Coalition.



May Mobilization event promoting seatbelt use.



Students participating in a Safety City presentation.



Penny Soiseth preparing ribs for the "Eat Ribs...Don't Break Them" Buckle Up event in Region I.



Students at the Community Service and Restitution booth for the Be Amazed Teen Maze event.



Miss North Dakota Teen USA 2009, Codi Miller, on the Seatbelt Convincer.

Prevention/Safe Communities

The Prevention program has been a part of Community Action Partnership (CAP) for more than 15 years. Since its inception many programs have developed and made a significant difference in Western North Dakota. Components of CAP's Prevention program include: Seat Belt Safety, Child Restraint Safety, Beverage Server Training, Safety City, Alcohol Risk Reduction, Victim Impact Panel and Be Amazed Teen Maze. This year the program has added Tobacco Server Train-

ing as a new component. Becky Byzewski has been the Prevention Coordinator in Region VIII since 1998 and has played an instrumental role in expanding what is now the Southwest Coalition for Safe Communities (SWCSC). She was one of four added to the 2010 Traffic Safety Honor Roll by the North Dakota Department of Transportation Safety Division. This award represents the highest recognition of individuals or organizations involved in traffic safety. Penny Soiseth has

been the Prevention Coordinator in Region I since 2008. Some of the program highlights this year were the expansion of alcohol ordinances passed in the city of Medora and also in Dunn County. Another highlight that Becky is proud to share is the percentage of seatbelt use in Stark County increasing from 74% to 83%. This year the SWCSC also developed a youth coalition to help promote seatbelt use and deter substance abuse in youth.

Region VIII

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Region I

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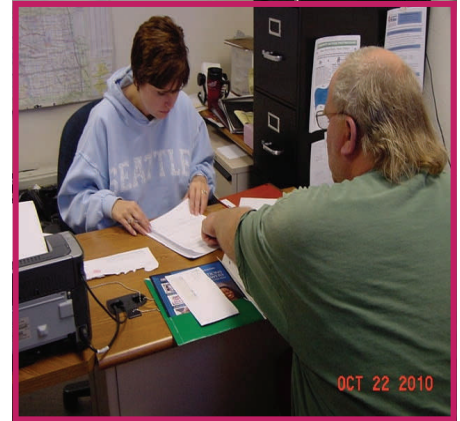
MAKING A DIFFERENCE IN OUR COMMUNITIES!



Self Reliance Case Management

Self Reliance Case Management consists of a variety of services all designed to improve the standard of living and help promote the self-sufficiency of low-income individuals. These services include: money management, budget planning, community resource information, furthering education, goal planning, career exploration, resume writing, training and practice for job interviews, and support and encouragement. Under the program, the case manager works with the individual to identify what will make their lives better and then identify the steps

that need to be taken to achieve that major goal. The case manager encourages, provides information, gives guidance, but ultimately it is up to the individual to do the work and actually make the changes. CAP receives referrals from partner agencies for individuals to participate in the Self Reliance program. The case managers work closely with the other agencies to help the individuals follow through and become self sufficient. In 2009-2010, CAP assisted a total of 382 individuals with 320 of those being assisted by ARRA funds.



Client Services Case Manager , Amy, assisting a Self Reliance client with the program application process.

Housing Rehabilitation

The Housing Rehabilitation Program was developed to extend the useful life of homes in rural North Dakota. The program accomplishes this by rehabilitating existing homes for low-income individuals/families. The process addresses health and safety items in need of repair. In 2009-2010, a total of six homes were rehabilitated with regular funds and thirteen with ARRA funds in Regions I & VIII. In July of 2009, the town of Dickinson was devastated by a Tornado. The Housing Rehabilitation program was able to step in and assist five households rehabilitate their homes.



BEFORE

One of the homes destroyed by the tornado that ripped through Dickinson on July 8, 2009. CAP's Housing



AFTER

Rehabilitation program, in conjunction with insurance claims, paid for the rehabilitation of this home.

Representative Payee

The Representative Payee program was developed to assist individuals with managing their finances. Trained staff work with each client to establish a monthly budget, pay monthly bills, and provide the client with spending money. It is the agency's responsibility to ensure that the basic needs of the clients are met. The typical client is a per-

son with a disability who receives a monthly Social Security benefit, and it has been determined either by Social Security, the client's family or the client themselves as incapable of handling their money. In 2009-2010, CAP assisted a total of 210 individuals in Regions I & VIII. 49 of those individuals were assisted by ARRA funds.



Representative Payee, Nikki, assisting a Payee client manage her monthly bills and a budget.

Clients Served

During Fiscal Year 2009–2010 Community Action Partnership served 2802 individuals in Regions I & VIII.

Income

- 87% had incomes of or below 100 percent of the Federal Poverty Level (< \$903/month – 1 person household)
- 8% had incomes from 101 to 125 percent of the Federal Poverty Level (\$904–\$1083/month – 1 person hshld)
- 5% had incomes over 125 percent of the Federal Poverty Level (> \$1084/month – 1 person household)

Gender

- 71% of our clients are female

Age

- 6% 0 to 17
- 20% 18 to 23
- 35% 24 to 44
- 11% 45 to 54
- 28% over the age of 55

Education

- 24% have earned a high school diploma
- 30% have completed a trade-school, 2 or 4 year college
- 27% grades 1 to 12 (non graduate)
- 19% other

Health

- 41% do not have health insurance
- 29% Medicaid/Medicare
- 22% private insurance
- 8% unknown

Family Structure

- 17% single parents
- 12% 2 parent households
- 56% single
- 10% 2 adults, no children
- 5% other

Employment

- 20% had no income
- 51% were employed
- 29% other (TANF/Social Security)

Housing

- 60% rent
- 6% homeless
- 34% other (own, live w/family/friends)

Services Provided

Adult Homeless Shelter: 42 homeless adults were provided up to a five week stay as they worked toward finding a job and permanent housing. 8 homeless individuals were provided limited housing in a local motel.

Drug Free Communities: CAP Region VIII is the only agency in the state of North Dakota to receive the Drug Free Communities grant. The agency receives \$125,000 per year for five years to address alcohol, tobacco, and other drug measures.

Energy Share: 96 families at risk of having their heat and lights shut off were assisted with utility bills.

Family Planning: 929 individuals accessed health and testing services.

Food Pantry: A total of 77 households received a food pantry referral from CAP in Regions I & VIII.

Head Start: A total of 169 children received assistance; 18 in Hettinger County, 37 were home-based, and 114 at the Dickinson Center. By the end of the year 165 children accessed dental services and 169 had a designated medical home.

Helping Hands: 11 households received other construction modification on their homes for items that did not meet Weatherization or Home guidelines.

HOME Program: rehabilitation work was done on 9 homes in Region VIII.

Individual Development Accounts: 10 individuals were able to pursue a college education with match funds.

Low-Income Apartment Management: Williston (16-plex) and Watford City (11-plex) have units for low-income households. A complex is located in Dickinson (6-plex) and Williston (8-plex) for individuals with mental disabilities.

Medication Assistance Program: 36 individuals were assisted in applying for and receiving free and low-cost medications from the nation's pharmaceutical companies.

Prairie Rose Center: A range of services designed for adults with a serious mental illness were provided to 145 members.

Rental Assistance: 80 families were assisted in paying one month's rent to prevent eviction.

Security Deposit: 35 individuals who were homeless or being evicted were helped with payment of a security deposit to get them into permanent housing.

Supportive Employment: A total of 10 individuals in Region VIII were able to be employed by local businesses through CAP.

Volunteer Income Tax Assistance: 313 individuals were assisted in filing their 2009 taxes.

Weatherization: energy saving measures were administered in 80 homes which included, insulation, caulking of windows and doors, pressure testing and diagnostics. In addition, 180 furnaces were cleaned and tuned, 48 were repaired, and 80 were replaced.

American Recovery and Reinvestment Act (ARRA)

The past twelve months have been filled with many new challenges and with that also comes opportunity. Community Action Partnership received ARRA funding in several programs which allowed us the opportunity to provide a more holistic approach to client assistance with our ultimate goal of client self-sufficiency. The intent was to reach out to people that may have recently lost income due to the changes in the economy or recent employment layoff. We were able to provide employment to approximately twenty additional staff in the areas of construction, case management, and in early childhood. The time frame for expending the ARRA funds ranged anywhere from 12 to 36 months, so the full impact of ARRA may not be known for some time. The information available at this time is printed in this report.

Dealing with an influx of new residents to the area has been challenging and has kept staff consumed with many new requests for services. Some were able to be met while others were not. We will continue to do the best we can for as long as we can, however, once the funding is gone so are the services.

I hope we continue to receive the support to meet the critical needs of our clients and the necessary funding to accomplish this. Thank you for taking the time to review our annual report.

Erv Bren, Executive Director

Early Head Start

Community Action Partnership was fortunate enough to begin a new program utilizing ARRA funds this year. Early Head Start (EHS) is a federally funded community-based program for eligible pregnant women and families with infants and toddlers, birth to 3 years. This year 72 children were enrolled in the program. Infants and toddlers with disabilities are fully included in the program activities. EHS promotes healthy prenatal outcomes for pregnant women, enhances the development of very young children, and promotes healthy family functioning. Early Head Start supports positive parent-child relationships through home visits (especially for families with newborns), parent education and parent child activates, and high quality center care for families who are working or attending school. Families enrolled in EHS will receive comprehensive health and mental services including smoking cessation and substance abuse treatment, adult education, literacy, and job skill training to facilitate family self sufficiency and assistance in obtaining income support or safe housing. Early Head Start provides home based services throughout Region VIII. The program also has future plans to provide center care at the Dickinson site. EHS partners with existing child care providers to enhance the quality of care giving.



Statement of Revenue & Expenditures for ARRA

Total Revenue (2010)			Total Expenditures (2010)		
2,308,255			\$2,308,255		
CSBG—ARRA	21%	\$ 495,523	Operating	27%	\$629,792
DOE—ARRA	63%	\$1,464,263	Occupancy	3%	\$69,145
Homeless Prevention &			Travel/Training	1%	\$27,998
Rapid Re-Housing—ARRA	1%	\$29,399	Materials	18%	\$424,038
Head Start—ARRA	3%	\$70,669	Contractual	3%	\$73,617
Early Head Start—ARRA	12%	\$248,401	Salary & Fringe	48%	\$1,083,665

Clients Served with ARRA Funds

During Fiscal Year 2009–2010 Community Action Partnership served 1350 individuals in Regions I & VIII.

Income

- 92% had incomes of or below 100 percent of the Federal Poverty Level (< \$903/month – 1 person household)
- 4% had incomes from 101 to 125 percent of the Federal Poverty Level (\$904–\$1083/month – 1 person hshld)
- 4% had incomes over 125 percent of the Federal Poverty Level (> \$1084/month – 1 person household)

Gender

- 55% of our clients are female

Age

- 40% 0 to 17
- 11% 18 to 23
- 28% 24 to 44
- 8% 45 to 54
- 13% over the age of 55

Education

- 44% have earned a high school diploma
- 28% have completed a trade-school, 2 or 4 year college
- 22% grades 1 to 12 (non graduate)
- 6% other

Health

- 34% do not have health insurance
- 37% Medicaid/Medicare
- 28% private insurance
- 1% unknown

Family Structure

- 29% single parents
- 18% 2 parent households
- 39% single
- 8% 2 adults, no children
- 6% other

Employment

- 25% had no income
- 51% were employed
- 24% other (TANF/Social Security)

Housing

- 54% rent
- 12% homeless
- 34% other (own, live w/family/friends)

Services Provided with ARRA Funds

Car Repair: 27 individuals who needed their vehicles to commute to work or school received assistance to repair their vehicles.

Daycare: 9 families who were at risk of losing their jobs, due to not being able to afford daycare, were assisted with their daycare payments.

Dental: 17 individuals were assisted in paying for emergency dental expenses.

Early Head Start: A total of 72 children received assistance. By the end of the year 56 children accessed dental services and 72 had a designated medical home. A total of 64 children were up to date on immunizations and 45 were up to date on preventative healthcare.

Emergency Assistance: 13 individuals were assisted with purchasing boots and clothing for employment. 4 individuals were assisted with food, water, and kits containing hygiene products.

Gas Cards: 4 families in need of fuel to commute to work were assisted with \$50 gas cards.

Home Repair: 13 families received other construction modification on their homes for items that did not meet Weatherization or Home guidelines

Liability Vehicle Insurance: 14 individuals who were not able to afford vehicle insurance were assisted with liability insurance.

Medications: 23 individuals were assisted with regular and/or emergency prescription expenses.

Mortgage: 53 families were assisted in paying mortgage payments to prevent mortgage default.

Rental Assistance: 297 families were assisted in paying rent to prevent eviction.

Security Deposit: 21 individuals who were homeless or being evicted were helped with payment of a security deposit to get them into permanent housing.

Utility Assistance: 224 families at risk of having their heat and lights shut off were assisted with utility bills.

Vehicle Registration: 3 individuals who were not able to afford their vehicle registration were assisted with the DMV fee.

Vision: 2 individuals who were not able to afford eye glasses were assisted with their vision expenses.

Weatherization: energy saving measures were administered in 188 homes which included, insulation, caulking of windows and doors, pressure testing and diagnostics. In addition, 91 furnaces were cleaned and tuned, 10 were repaired, and 35 were replaced.

Community Partners

Board Members

Joe A. Armbrust	Carrie Knudson	Klayton Oltmanns	Larry Schulte	Robert Treitline
Cassie Brydl	Rick Lawlar	David Quale	Tim Swenson	John Ulrich
Beverly Fuhrman	Howard Nelson	Robin Rivinius	Mark Sovig	Duane Wolf

Partners

Affordable Housing Developers, Inc.	Housing Authority	Red Cross
Badlands Human Service Center	Law Enforcement	Salvation Army
Cities of Dickinson & Williston	Local Churches	Social Security
Coalition for Charitable Organizations	North Dakota Job Service	Social Services
Dakota Center for Independent Living	Northwest Human Service Center	Sunrise Youth Bureau
Dickinson State University	Protection and Advocacy	United Way
District Health Unit	Public & Private School Districts	USDA Rural Development
Domestic Violence		Williston State College

Statement of Financial Position

<u>Assets</u>	<u>2009</u>	<u>2010</u>	<u>Total Revenue (2010) *Includes ARRA</u>		
Cash	\$335,299	\$226,724		\$6,464,186	
Receivables			Safe Communities	2%	\$129,573
Grants	\$2,757,594	\$385,734	Human Services	2%	\$125,299
Note	\$148,519	\$154,925	Head Start	23%	\$1,511,895*
Other (Net of allowance)	\$5,723	\$5,536	Family Planning	4%	\$229,638
Inventory	\$100,340	\$119,579	Client Services	4%	\$265,086*
Building, Furniture &			HOME	4%	\$265,380
Equipment	<u>\$2,300,287</u>	<u>\$2,840,470</u>	LIHEAP	3%	\$220,458
Total Assets	\$5,647,762	\$3,732,968	DOE	27%	\$1,780,826*
			CSBG	14%	\$885,614*
			General	8%	\$525,793
<u>Liabilities & Net Assets</u>			Prevention	1%	\$29,113
Accounts Payable	\$63,132	\$45,674	Drug Free Communities	4%	\$247,110
Other Liabilities	\$746,717	\$433,398	Early Head Start	4%	\$248,401*
Refundable Advances	<u>\$2,437,284</u>	<u>\$335,491</u>			
Total Liabilities	\$3,247,135	\$814,563	Total Expenditures (2010)		
					\$6,311,093
<u>Net Assets</u>			In-Kind	9%	\$551,157
Temporarily Restricted	\$1,266,475	\$1,739,069	Operating	19%	\$1,215,761
Unrestricted	<u>\$1,134,152</u>	<u>\$1,179,336</u>	Occupancy	6%	\$374,974
Total Net Assets	\$2,400,627	\$2,918,405	Travel/Training	1%	\$74,975
			Materials	12%	\$735,750
<u>Total Liabilities and</u>			Contractual	8%	\$497,535
<u>Net Assets</u>	\$5,647,762	\$3,732,968	Salary & Fringe	45%	\$2,860,941