

**COMMUNITY SERVICES BLOCK GRANT
PLAN AND BUDGET PROPOSAL**

for

July 1, 2010 – June 30, 2011

Submitted to

**Cabinet for Health and Human Services
Department for Community-Based Services
Division of Protection and Permanency
Commonwealth of Kentucky**

by

**Community Action of Southern Kentucky, Inc.
Bowling Green, Kentucky**

April 12, 2010

B.1. Introduction to the Agency

- a. Describe the type of agency and include the agency's qualifications, both the agency's **mission and vision**, values, and role the agency plays in the community. Explain the designation of the agency as public or private; state, county, or city government; and profit or non-profit.
- b. Provide up-to-date information on CSBG contact information within the agency. Include the complete contact information (i.e., fax and phone number, mailing address, e-mail address) for the: (1) Executive Director, (2) Financial Director, and (3) CSBG Program Director and/or staff, who should be included on e-mail correspondence or contacted for day-to-day CSBG programmatic or financial matters.
- c. Discuss the geographical area served by the Community Action Agency and distinguish the areas served by programs.
- d. Provide written assurance that any audit of CSBG funds performed by an independent public accounting firm designated by the agency will be performed in compliance with CSBG Audit Specifications in accordance with 42 U.S.C. Section 9916 and requirements in the OMB Circular A-133, and the contractual agreement between the agency and CHFS.
- e. Provide written assurance that the agency shall comply with 45 CFR Part 74, except where state procedures, including Kentucky Administrative Regulations, specifically exclude certain sections of Part 74. Also, give assurance that if any agency is a private, nonprofit agency, the agency is in compliance with OMB Circular A-122 and A-110, and for a public agency with OMB Circular A-87 and 45 CFR Part 92.

Community Action of Southern Kentucky, Inc.
Community Services Block Grant
PROGRAM WORK PLAN
SFY 2011

Community Action of Southern Kentucky, Inc hereby certifies that the Agency will comply with all requirements of Kentucky's Community Service Block Grant (CSBG) Plan and Budget and will cooperate with the Administering Agency to assure compliance with all state and federal requirements within the CSBG Plan and Budget.

Community Action of Southern Kentucky, Inc. has developed the 2010 - 2011 work plan in accordance with the Administering Agency's instructions for proposals.

- a. Describe the type of agency and include agency's qualifications, both the agency mission and vision, values, and role the agency plays in the community. Explain the designation of the agency as public or private; state, county, or city government; and profit or non-profit.**

Community Action of Southern Kentucky, Inc. was established on February 24, 1965 under the authority of the landmark federal law, The Economic Opportunity Act of 1964, and program services began in 1966. Community Action of Southern Kentucky, Inc. is a non-profit 501(c)(3) corporation. Federal, state, and local government funding, private contributions and user fees enable the Agency to provide a comprehensive range of services to residents of the Barren River Area of Kentucky, especially those individuals and families confronting poverty conditions.

The mission of the Agency Staff is to create opportunities for individuals and families to be self-reliant. We envision an organization valued and respected for its ability to create opportunities and achieve results, an organization committed to the principles of public service.

The values of Community Action of Southern Kentucky, Inc. include:

- demonstrate compassion, consistency, and the highest ethical conduct in dealing with the public and employees;
- provide training and encouragement for all staff;
- assess and monitor our operations;
- establish goals and a written plan of action which is communicated throughout the organization;
- respond in a timely manner to all questions and complaints from clients and the public at large;
- work to ensure that every staff member is fully committed to the highest standards of public service; and
- engage the Board of Directors and other citizen groups in program development and review.

The Agency will continue to play a leadership role in the development of the counties we serve. We will advocate for the children, youth, families, and senior adults who need our support. Community Action Staff will respect our history, address current needs, and plan for our future.

The Agency, a public, non-profit, is governed by a board of directors which includes elected officials, community representatives, and low-income citizens and advocates. The Board of Directors establishes policy and approves operating budgets while the Executive Director implements policy and manages personnel and programs. The Agency maintains approximately thirty-five facilities in ten counties. With a budget and assets valuing over \$25 million, the Agency manages ten major programs, including but not limited to Children's Services (Head Start and Child Care), Community Services (Community Services Block Grant, Supportive Housing, and other services), Food Services, Senior Services, Transportation, and Weatherization.

- b. Provide up-to-date information on CSBG contact information within the agency. Include contact information (i.e., fax and phone number, mailing address, e-mail address) for the (1) Executive Director, (2) Financial Director, and (3) CSBG Program Director and/or staff, that should be included on e-mail correspondence or contacted for day-to-day CSBG programmatic or financial matters.**

Cheryl H. Allen, CEO/Executive Director
PO Box 90014
Bowling Green, KY 42102-9014
Phone: (270) 782-3162
Fax: (270) 842-5735
Callen@casoky.org

Susan Simmons, Director of Finance & Information Systems
PO Box 90014
Bowling Green, KY 42102-9014
Phone: (270) 782-3162
Fax: (270) 842-5735
Ssimmons@casoky.org

Leslie Talley, Director of Community Services (responsible for CSBG Programs)
PO Box 90014
Bowling Green, KY 42102-9014
Phone: (270) 782-3162
Fax: (270) 842-5735
Ltalley@casoky.org

- c. Discuss the geographical area served by the Community Action Agency, and distinguish the areas served by programs.**

The service area consists of the Barren River Area Development District in rural south central Kentucky. The nearly four thousand square miles includes Allen, Barren, Butler, Edmonson, Hart, Logan, Metcalfe, Monroe, Simpson, and Warren counties. The Bowling Green-Warren County metropolitan area has a population approximately 108,000. Most Agency programs are available in all ten counties. The surrounding counties could be characterized as rural with 46.6% of the population being either under 19 years of age or over 60 years of age.

Warren County is the population and market center of this particular development district. Barren and Logan counties are secondary population and market centers. Of the 279,026 individuals within this area, approximately 63.7% reside in Barren, Logan, and/or Warren counties. In November 2009 the US Census Bureau, Small Area Income Estimates Branch released the 2008 Poverty Estimates for the United States. 17.3% of the Kentuckians live below the federal poverty level, and in our area the poverty rate varies from 14.3% in Simpson County to 23.5% in Monroe County. By the end of 2008 the BRADD area experienced a sharp rise in unemployment rates, more than doubling in Metcalfe County where the rates soared from 6.8% in December 2008 to an average of 15.3% throughout 2009. The lowest unemployment rate was in Warren County rising from 5.4% in December 2008 to an average of 10% throughout 2009. In January 2010 unemployment rates rose again. Experts say the jump in rates are a reflection of seasonal jobs which end at the beginning of the year and this increase is not unexpected.

- d. Provide written assurance that any audit of CSBG funds performed by an independent public accounting firm designed by the agency will be performed in compliance with CSBG Audit Specifications in accordance with 42 U.S.C. Section 9916 and requirements in the OMB Circular A-133, and the contractual agreement between the agency and CHFS.**

Community Action of Southern Kentucky, Inc. provides assurance that an audit of CSBG funds will be performed by an independent public accounting firm and in compliance with CSBG audit specifications in accordance with 42 U.S.C. Section 9916 and the requirements of OMB Circular A-133, and the contractual agreement between Community Action of Southern Kentucky, Inc. and CHFS.

- e. Provide written assurance that the agency shall comply with 45 CFR 74 except where state procedures, including Kentucky Administrative Regulations, specifically exclude certain sections of Part 74. Also, give assurance that if any agency is a private, nonprofit agency, the agency is in compliance with OMB Circular A-122 and A-110, and for public agency with OMB Circular A-87 and 45 CFR Part 92.**

Community Action of Southern Kentucky, Inc. shall comply with 45 CFR 74 except where state procedures including Kentucky Administrative Regulations specifically exclude certain sections of Part 74. As a public agency, Community Action of Southern Kentucky, Inc. is in compliance with OMB Circular A-87 and A-128 and 45 CFR Part 92.

B.2. Community Needs Assessment (Narrative)-Component to Attachment A

- a. Describe in depth the agency's CSBG community needs assessment process and procedures (e.g., who in the community is involved and how are they involved? Does this represent a cross-selection of the community and explain how? How often does your agency undergo the process?). Make sure the results of your needs assessment is reflected in the 2010 Solicitation Packet and all attachments.

Describe methods utilized to assure community and consumer representation in the needs assessment process. Attach copies of surveys, survey summaries, minutes of the meetings, and other tools such as newspaper articles advertising these meetings that are utilized in obtaining input from the community and consumers.

- b. Describe collaboration in the community needs assessment process with community service organizations.
- c. Describe community strengths and needs, including other service agencies that provide services meeting the community needs in each of the following areas (KRS 273.443):
 - i. Services and activities having a measurable and potentially major impact on causes of poverty in the community or those areas of the community where poverty is a particularly acute problem;
 - ii. Activities designed to assist low-income participants including the elderly poor:
 1. To secure and retain meaningful employment;
 2. To attain an adequate education;
 3. To make better use of available income;
 4. To obtain and maintain adequate housing and a suitable living environment (prevent homelessness);
 5. To obtain emergency services through one time payments or short term loans to meet immediate needs and urgent individual and family needs, including health services, nutritious food, housing, and employment related services.
 6. To provide nutritious supplies or services that may be needed counteract conditions of starvation and malnutrition;
 7. To achieve greater participation in the affairs of the community.
 8. To remove obstacles and solve problems by establishing comprehensive, long term programs of family development, which will help achieve goals, solve problems, and maintain self-sufficiency.
 9. To provide on an emergency basis for the provision of goods or services, health care and related services, as may be needed to assure good health care.
 10. To eliminate causes of poverty (not using in Kentucky this year).

- iii. The coordination and established linkages between governmental and other social programs to assure the effective delivery of such services to low-income individuals;
 - iv. Involvement of entities in the private sector of the community in efforts to ameliorate poverty in the community;
 - v. The development, promotion, and ways to encourage economic development activities, which result in assisting low-income persons to become economically productive members of their community;
 - vi. Provision of education, counseling and technical assistance on compliance with equal opportunity legislation for individuals and community organizations, both public and private.
- d. Prioritize services funded by CSBG, based on the needs assessment process and available resources. Describe in detail the activities to be performed in each, from the point of intake to termination of services, when the service is client-oriented. Utilize Kentucky's most recent publication of Lexicon, and the Lexicon for CSBG Funded Programs and a Classification of CSBG Services.
- e. Describe the manner in which the allocation of funds will be targeted to need, based on your agency's community needs assessment and priority-setting process. (This should align with Attachments (ROMA, Attachments A, B1, & B3).
- f. Describe whether laws of the Commonwealth of Kentucky mandate the programs and services being provided and specify the Kentucky Revised Statute(s) that apply.
- g. Describe whether the programs and services to be provided with CSBG funds are those which the Commonwealth of Kentucky currently administers and funds in other state and local agencies.
- h. Specify plans for ensuring the coordination of and non-duplication of the applicant agency's services with other service providers. At minimum provide:
- i. Certification of the agency's willingness to share necessary client information and records within legal limitations and willingness to provide the leadership in arranging for a meeting, not less than two (2) times a year, of all social services agencies in the agency's geographic service area for the purpose of developing substantive interagency cooperation and assessing the social services currently being provided;
 - ii. Identification of activities the agency jointly pursues or coordinates with faith-based organizations, fatherhood programs, healthy marriage programs, rural development and One-Stop partnerships;
 - iii. Description and identification of the agency's coordination and consultation with the Department for Community Based Services (DCBS), Service Region Administrator(SRA) including: (1) efforts to avoid duplication of services; and (2)

services to support shared clients. **Be specific.** In what ways do you support DCBS and the SRA? What services do you offer that help prevent child maltreatment, promote quality foster care and adoption services, and assist vulnerable adults or low-income families?

- i. Outline the applicant agency's efforts to focus attention on: addressing the needs of youth in low-income communities through youth development programs that support the primary role of the family, giving priority to the prevention of youth problems and crime; and promoting increased community coordination and collaboration in meeting the needs of low income youth programs with a goal of preventing or reducing youth crime.
- j. All services directed toward coordination and linkages of other community services to impact the community (non-client specific services), rather than individual client service, should be described in narrative, i.e., community participation and economic development which are directed toward amelioration of poverty in the community. Coordination with emergency energy crisis intervention programs under Title XXVI and the Low Income Home Energy Assistance Program of the Omnibus Budget Reconciliation Act of 1981 should be described. Please indicate the staff member(s) who will be carrying out coordination and linkage functions and any limitations placed on the individual client services.
- k. Include a copy of the agency's collaborative service agreement with the Senior Region Administrator (SRA) with the Department for Community Based Services (DCBS).

- a. **Describe in depth the agency's CSBG community needs assessment process and procedures (e.g., who in the community is involved and how are they involved? Does this represent a Cross - selection of the community and explain how?).**

Describe methods utilized to assure community and consumer representation in the needs assessment process. Attach copies of surveys, survey summaries, minutes of the meetings, and other tools such as newspaper articles advertising these meetings that are utilized in obtaining input from the community and consumers.

Community Action of Southern Kentucky, Inc. utilized a community needs assessment (CNA) process to collect information from low-income citizens, local elected officials, human service providers, community representatives, and other professionals in an attempt to identify local needs and priorities. The CNA process involved analyzing community situational data, identifying causes of poverty, determining local needs, and establishing priorities. CNA meetings were organized and conducted by local Community Service Block Grant (CSBG) staff in all ten counties of the service area, many times in collaboration with local Children's Services, Senior Services, or VISION meetings. In addition to these CNA meetings, consumers were invited to complete a CNA survey while applying for services in the local offices. Also, the Agency Board of Directors was given the opportunity to complete the CNA survey at the local meetings, during the Board of Directors Meeting, or on an individual basis. A cross-selection of the community was represented through this population as outlined by those invited to participate in the process. Four thousand two hundred and sixty-two clients and community partners completed the Community Needs Assessment Surveys.

Additionally, staff reviewed existing data for the service area describing low-income needs: aging population needs, education, population projections, poverty levels, unemployment, and others. CNA meetings included some of the following activities:

- (a) Reviewed Community Action of Southern Kentucky, Inc. programs;
- (b) Reviewed local programs;
- (c) Identified local needs;
- (d) Identified possible programs to address the local needs; and
- (e) Identified possible avenues of collaboration.

County-level data developed at the CNA meetings were compiled to reflect area-wide needs and priorities. The 2010 - 2011 work plan was developed to address the targeted needs.

Community Action of Southern Kentucky, Inc. ensures low-income persons and the local communities are represented in the CNA process as well as in the character of Agency programs. During the 2009 to 2010 program year, consumers were invited to respond to a survey as services were delivered to them and were invited to attend the local CNA meetings. Local service providers were also given the opportunity to respond to the same survey by attending the local CNA meetings.

Community Action of Southern Kentucky, Inc. believes the concerns, thoughts, and beliefs of low-income persons and the local communities are key to successful programs. First, the Administering Board of Directors with one-third representation of low-income individuals or representatives must approve program activities for the agency. Second, consumers within all agency programs are

encouraged to provide feedback regarding programs in which they participate. Third, homeless persons or advocates are encouraged to serve on the regional Emergency Food and Shelter Program (EFSP) Board of Directors. Fourth, Head Start parents as key members of the Head Start Advisory Council make important decisions regarding personnel, finance, and activities for the Head Start Program. Fifth, Foster Grandparents serving as members of the Foster Grandparent Advisory Council make important decisions regarding the Foster Grandparent Program, personnel decisions, and finance issues. Sixth, many low-income individuals are active volunteers in agency programs.

Attached are copies of survey summaries, minutes of the meetings and other tools utilized to obtain input from the community and consumers.

b. Describe collaboration in the community needs assessment process with community service organizations.

The Department for Community Based Services (DCBS) and Community Action of Southern Kentucky, Inc. work together to identify and to address client needs in an efficient, effective, and timely manner. In addition, Community Action of Southern Kentucky, Inc. and DCBS serve jointly on local inter-agency groups which assess the status of services available in the community. This process assures that the agencies maintain a continuing assessment of current social services and local needs.

CSBG staff seek and obtain involvement of community service organizations, including but not limited to public and private groups, faith-based organizations, neighborhood groups, vendors, business representatives, and local officials. Staff conducts surveys of local community needs and in participation in county meetings conducted specifically to assess community-wide needs and services. In order to assure the critical input of local service organizations and local inter-agency groups, many of the annual CNA meetings are conducted in collaboration.

Specifically, during this year's process, the following groups and organizations were involved:

- Adult Education
- American Red Cross
- Barren River Asset Building Coalition
- Brownsville Community Center
- Department for Community Based Services
- Edmonson County Chamber of Commerce
- Elected Officials
- Experience Works
- Extension Offices
- Family Resource Centers
- Gasper River Association
- Head Start parent meetings
- Hope Harbor
- Lifeskills Industries
- Logan County Board of Education
- Monroe County Board of Education

- Senior Center participants
- St. Vincent De Paul
- VISION Committees
- Warren County Board of Education
- Youth Service Centers

c. **Describe community strengths and needs, including other service agencies that provide services meeting the community needs in each of the following areas (KRS 273.443):**

- (i) **Services and activities having a measurable and potentially major impact on causes of poverty in the community or those areas of the community where poverty is a particularly acute problem;**

Strengths

While the economy is struggling across the nation, South Central Kentucky is witnessing some area growth. Vital regional players in industry, education, healthcare and culture have come together to create an atmosphere of revitalization that is drawing residents and businesses from around the world.

A major hub of the area is Bowling Green, currently the fourth-largest city in Kentucky. Bowling Green serves as the center of business, education, industry and healthcare for approximately ten counties in South Central Kentucky. Located within a day’s travel of nearly fifty percent of the U.S. population, Bowling Green has experienced tremendous population growth and is home to people from around the world. This growth puts Bowling Green on track to soon become Kentucky’s third-largest city, thereby enhancing the quality of life for residents in this area of the state. Bowling Green, a city with a population of 55,000, is located approximately 110 miles south of Louisville and 65 miles north of Nashville, Tennessee. U.S. Highway 31-W and Interstate 65 intersect with U.S. Highways 68 and 231 at Bowling Green, and the Cumberland and William H. Natcher parkways provide additional easy highway access to Bowling Green.

South Central Kentucky offers amenities usually found in larger cities, while at the same time enjoying the family atmosphere offered by this scenic and relaxed region of Kentucky. Recently recognized as one of America’s Dozen Distinctive Destinations, Bowling Green is firmly rooted in its historic past. In March 2008, *Site Selection* Magazine ranked Bowling Green sixth on the list of U.S. Small Towns for corporate expansion and in March of 2009, *Forbes* Magazine selected Bowling Green as 19th on their list of “Best Small Places for Business and Careers”. This is the second consecutive year that Bowling Green has ranked in the top twenty in *Forbes* magazine. CNNMoney recently released its “Best Places to Launch” list which ranks the best large, middle, and small population metropolitan areas for small business start ups. Bowling Green ranked 12th in the small cities list (populations under 250,000), placing it in the ranks with cities such as Sioux Falls, S.D.; Dubuque, Iowa, and Abilene, Texas. No other Kentucky city was ranked in the Bowling Green’s small cities category. This year, the American Chamber of Commerce Executives (ACCE) recognized the Bowling Green Area Chamber of Commerce as Chamber of the Year during ACCE's annual conference thereby declaring it the top chamber of its size in the United States and Canada.

Site Selection Magazine tracks new and expanded business facility activity and reports its findings annually. In March 2008, the magazine’s announcement of its annual Governor’s Cup rankings,

Kentucky was listed as number 10 in the nation for new and expanded industry activity in 2007. Kentucky has the smallest population of any state ranked in the top 10. The metropolitan area of Bowling Green was also recognized by *Site Selection* for its number of industry location and expansion projects, announcing that Bowling Green tied for sixth place with 9 projects in metros with a population between 50,000 and 200,000.

In 2007, Barren County was ranked the number one “Best Place to Live in Rural America” by *Progressive Farmer Magazine*. The rankings underscore the growing interest in “new ruralism,” or the trend of migration toward rural areas. Each year, the rankings name the top 10 rural counties in the nation according to several quality of life indicators including, a strong growing economy, great education, superior access to health care and historical flavor, as well as, area statistics.

Warren, Barren, and Logan counties are the economic centers of the Barren River Area. Employment, retail, medical, and other service activities maintain a strong economic base for the region. With industrial parks at the outer limits of these three counties, travel from other counties is more convenient.

The presence of Western Kentucky University (WKU) in the city of Bowling Green offers many opportunities for community growth through education, tourism, and employment. In addition, the continued growth of university athletics enhances WKU, which in turn exposes the community to state and national recognition.

Due to Interstate 65, the Natcher Parkway, U.S. Highway 231, and Kentucky highways 68 and 80, the Barren River Area is well traveled by many people. Most individuals traveling from Nashville to Louisville pass through many Barren River Area communities adding to the financial growth and expansion of these communities.

Governmental systems within the counties are cooperative and relatively progressive. With the collaborative efforts of the governmental entities and other community service providers, limited public transportation is available for individuals in two counties.

There are new or improved partnerships between the Bowling Green Chamber of Commerce and the Chamber of Commerce in the local counties. These collaborations have increased and improved new businesses prospects in the local communities.

Community Action of Southern Kentucky continues to provide quality services to individuals and families with children as well as those families without children. Agency programs continue to grow and to strengthen due to thorough policies, procedures, systems, and staff. In addition to providing quality services to consumers, the Agency continues to enhance relationships with community partners including but not limited to local government, other non-profit agencies, civic organizations, and private businesses.

Bowling Green, Kentucky is home to The International Center, Western Kentucky Refugee Mutual Assistance Association. The International Center is a non-profit organization incorporated in 1981 providing a wide array of services. They specialize in advocacy and services to the foreign born and serve refugees, asylees, and immigrants. The International Center is a partner agency of Immigration and Refugee Services of America (IRSA) in the resettlement of refugees and asylees. They provide

immigration assistance and are advocates for immigrant rights. They are the only non-profit organization in Kentucky recognized by the Board of Immigration Appeals. Community Action of Southern Kentucky recognizes the need for communication and services for the foreign born. Currently, Community Action of Southern Kentucky has staff members that speak Spanish, German, and Bosnian.

Needs

As the Country struggles with the economic downturn, the Barren River Area is no exception and many local communities are being greatly affected. Over the last twelve to eighteen months many local businesses have made major layoffs and some have shut their doors completely leaving limited employment opportunities for individuals. While, employment opportunities do still exist within some communities, underemployment is prevalent due to the low wages available to the under-educated workforce. Additionally, many people are taking jobs at lower pay even when they are over qualified because there aren't enough jobs. Economic opportunity for a variety of workforce skill levels is needed. Additionally, an increase in workforce training appropriate for available workforce needs improvement.

The majority of the Barren River Area with the exception of Bowling Green and Glasgow lacks any public transportation. Several counties are relatively isolated from the major thoroughfares. Regional human service delivery systems do provide certain transportation services for eligible persons. Go bg transit, is a collaborative service between Community Action of Southern Kentucky, Inc. and the City of Bowling Green. Go bg transit operates multiple transit services within designated areas of Bowling Green however does not have the funds to provide services to the entire City of Bowling Green.

Other community needs include access to affordable housing, affordable childcare services, and affordable medical care. Health care costs challenge all segments of all Barren River Area counties; however, the health care costs are especially disproportional in the several counties lacking access to competitive rates.

Additionally, as we continue to see an increase in non-English speaking populations or English as a second language (ESL), there is a growing need for programs designed to meet their needs. Not only programs, but program materials need to be converted to different languages for ease of participants understanding.

Fundraising is one way that organizations supplement their budgets, stock food pantries, and provide services to meet community needs. This year, as businesses and individuals struggle with economic hardships, donations have continued to decrease. Decreasing donations affects local agencies but also the individuals being served by those agencies.

(ii) Activities designed to assist low-income participants including the elderly poor:

(1) To secure and retain meaningful employment

Strengths

Several counties have experienced success in attracting and maintaining businesses that offer job opportunities to local citizens and job seekers in surrounding counties. The Agency remains very active in the local chambers of commerce within each county.

Experience Works, Inc. is a national non-profit organization that offers training, employment, and community service opportunities for senior citizens. Individuals must be at least 55 years old with limited income and unemployed. Upon acceptance in the program, senior citizens are placed at non-profit or governmental offices for approximately twenty hours per week and receive \$7.25 per hour as they gain training, which will increase their employability. The Agency provides opportunities for senior citizens through this program at numerous sites in Children's Services, Community Services, and Senior Services.

The Kentucky Transpark, an environmentally friendly and attractive, high-tech commerce and business park, is located on U.S. 31-W and Highway 68/80 on the north side of Bowling Green in Warren County. This mixed use, south central Kentucky development is centrally located, within 600 miles of 43% of the U.S. population and less than a mile from Interstate 65, the busiest north/south corridor. With additional access to rail transportation and a state-of-the-art communications infrastructure, the Transpark will facilitate the "Just in Time" needs found in many of today's businesses.

In cooperation with Bowling Green Technical College and Kentucky Community & Technical College System and Western Kentucky University, the Transpark features onsite educational and research centers. These facilities provide customized workforce training and specialized services to meet the needs of, not only Transpark tenants, but newly created, existing or expanding regional businesses as well. A 31,000-square-foot training facility by Bowling Green Technical College was constructed in 2006 and is now open for classes. Specialized apprenticeship programs in Machine Tool and Engineering Technology are offered.

Adjacent to that, a 44,420 square foot regional high school technical center was constructed. It is known as the Warren County Schools Area Technology Center and student training is underway. The school has five training programs, auto technology, welding technology, construction technology, information technology, and health science. Currently students from Greenwood, Warren Central, Warren East, Bowling Green High, Lighthouse Academy and Edmonson County attend classes. Approximately 160 students attend class per day. In late 2009, the Green River Regional Education Cooperative relocated to a new 14,000 square foot office building on 6.1 acres in the Transpark. This is the third training facility to locate at the Transpark. GRREC is a non profit agency that provides supportive resources and training services to area schools, colleges and businesses.

Bowling Green Metalforming, a subsidiary of Cosma International Group of Magna International, Inc., constructed a 900,000 square foot facility to produce parts for pickup truck frames. At full capacity the plant typically employed close to 900 workers. In late 2008, as the economic slump hit the truck market, the plant laid off 50 salary and hourly paid employees while the plant sought funding to retool the plant so they may offer more jobs or lead to laid off workers being rehired. As of March 2010, the company runs three shifts, employing 670 people. Additionally, Cannon Automotive Solutions, Inc. an affiliate of The Electromac Group; located its newest manufacturing operation on approximately 14 acres of the Transpark. The \$13.1 million investment which opened in June of 2008 is expected to create up to 100 new full time jobs during the first five years of operation, with an average hourly wage of \$17.90. By January 2010 Cannon had 39 full time employees in its 59,500 square foot facility. American Howa Kentucky, Inc. a leading automotive supplier for Toyota, Nissan and Honda opened a new 82,000 square foot facility at the Transpark resulting in approximately 61 new full time jobs and an additional 24 jobs

were added in 2009. A key element of a thriving, vibrant region is the diversity of job types. By attracting diverse industries to one location, a wide variety of job types are created which sparks new growth, thereby ensuring a strong economy. Most recently, two new additions have been added to the Transpark. Workers have nearly completed a 72,000 square foot speculative building, which serves as a showpiece illustrating the type of facility a company can occupy and is marketed to companies looking for an existing building. Also, just completed was a rail spur that runs through the Transpark. The \$4 million, 7,100 foot rail gives tenants access to a CSX track and spans 170 acres.

In May 2008, N.E.W. Customer Service Companies, Inc. (NEW) a leading provider of extended service plans and buyer protection programs for consumer products announced a work-at-home opportunity bringing 120 jobs to Bowling Green and expanding that number to 350 work-at-home customer care representative jobs over the next three years. Expansion increased steadily and 320 representatives were employed at the end of May 2009.

Warren County is experiencing some economic growth this year. Alley-Cassetty Brick opened a new Bowling Green distribution center. According to *Inc. Magazine*, Alley-Cassetty Companies, Inc. has cultivated its business units into one of the fastest growing companies in the south. Today, the company ranks as one of Nashville's largest private 100 companies, having experienced tremendous growth since its beginning in the 1880s. The building supply division now encompasses 10 offices in Tennessee, Kentucky, and Georgia. Alley-Cassetty Brick opened its Bowling Green location in November 1995.

CHEP a global leader in pallet and container pooling services that serves many of the worlds largest companies will soon be occupying an existing building in Bowling Green. The company issues, collects, conditions, and reissues more than 300 million pallets and containers from a global network of services centers, handling pallet and container supply chain logistics for customers in the consumer goods, produce, meat, home improvement, beverage, raw materials, petrochemical, and automotive industries. CHEP is expected to have 46 new jobs available.

TMS Automotive, LLC will establish new operations in Bowling Green, Kentucky in 2010. Approximately 35 new jobs will result with the location of TMS, whose process includes removing an unwanted residue from metal, acquired through stamping, then applying a rust prevention coating. The project will entail a capital investment of \$2.5 million.

Xhale Inc., was awarded up to \$175,000 in the form of a forgivable loan to assist in the expansion of the company and to create a minimum of 13 full time, high technical support jobs for Kentucky residents by December 31, 2011 paying an average salary of over \$55,000, excluding benefits. Xhale is developing technologies that analyze a person's breath and other types of vapors for use in pharmaceutical, health monitoring and diagnostic applications. The company's HyGreen wireless sensor system for hospitals, which monitors staffers who are washing their hands properly and alerts those who aren't, was named one of 2009's Top New Technology Products by *Popular Science Magazine*.

U.S. Bank plans to bring 50 new jobs to Bowling Green starting in the first quarter of 2010 when they renovate and expand its Mortgage Operations Center. This expansion will bring the total number of U.S. Bank employees to more than 300 in the area.

County Oven Bakery plans to build an additional production line with room for two more lines. The new production line is expected to start running in January and will require 33 additional jobs. Country Oven, is a supplier of Kroger grocery stores and currently employs 465 employees. The new expansion will bring the total facility to 243,502 square feet.

Additionally Bowling Green attracted a Minor League Single A baseball team, the Bowling Green Hot Rods, an affiliate of the Tampa Bay Rays. A new stadium was built in 2009 and employs 150 to 200 part-time employees. Another area attraction, Beech Bend Park announced plans for a multi-million dollar park expansion and several significant improvements to the existing facilities. This 379 acre family recreation destination located in Bowling Green, Kentucky is home to an amusement park, water park, campground and nationally recognized drag strip and stock car track. Beech Bend Park was named the 5th Friendliest Park in the World for 2007, 2008 & 2009 by Amusement Today's Golden Ticket Awards! The new attractions and enhancements are slated to be open for the 2010 season. The expansion plans include a wave pool, lazy river and water play structure. In addition to the water park expansion, two new rides will be added, a Family Tea Cup and a Quad Runner children's ride. A new amphitheatre will also be added for the 2010 season. The new facility will include a 60 foot wide stage area, three dressing rooms and private restrooms and will seat 400 people. Beech Bend expects the expansion to create an additional 50 jobs for the 2010 summer season.

In Glasgow, Sitel a leading global provider of outsourced customer care services built a 45,000 square foot, inbound call center near the Western Kentucky University satellite campus. They will be hiring up to 500 people when in full operation. Currently, they are contacting companies whom they may provide services for. ACK Control, Inc. a manufacturer of parts for the automotive industry, also in Glasgow, had more than 500 employees at the beginning of 2008, but by December of that year, due to the declining auto sales were forced to layoff more than 150 of their assembly workers. As the automotive industry slowly improved, the company hired back about 1/3 of those laid off. They are now operating all three shifts and have about 400 employees.

A few local communities have benefited from new industry and businesses. In 2006, T. Marzetti joined the Hart County community and hired 250 individuals. They recently announced that they will be adding an additional 45 to 50 new jobs in 2010. Their sister company, Sister Schubert opened in the summer of 2007 and hired 300 individuals. They added an additional 55 employees in 2009. Also, Dart Container Corporation broke ground on an expansion project that created 412 new jobs. Dart Container added an additional 50 jobs in 2009. Kentucky Chrome Works, LLC announced it will be starting operations to do chrome plating for industrial and commercial customers in Hart County. The business expects to hire approximately 40 people in the coming months. In March 2009, J.M. Smucker Company in Allen County announced the additional of 25 additional jobs. Currently the Scottsville plant employs 288 individuals. Worldwide Technologies will be moving from Warren to Simpson County in early 2010. The company started with 5 employees and now employs 54 who will transfer from Bowling Green to Simpson County moving into the 27,000 square foot building that formerly housed Novitic Industries which closed last year. While the move is a loss to Bowling Green, Worldwide Technologies is not laying off workers and intends to expand operations by adding an additional 50 jobs over the next few years.

Butler County has experienced some economic growth already this year. Blackhawk Composites, Inc. a startup manufacturer of advanced aerospace composite parts for Cessna Caravan aircrafts opened in

February. Blackhawk Composites is leasing an existing 40,000 square foot facility, and opened with 20 people on payroll, and expect to add another 10 employees in the coming year. This project represents a more than \$1.5 million investment for the Commonwealth. In December 2009, India-based Chandra Proteco Ltd. announced the start up of a manufacturing company, Kentucky Copper Inc., in Butler County. The new company will create 106 new jobs and invest nearly \$32 million in the Commonwealth. Kentucky Copper will be located in a 163,000 square foot facility and will include warehousing, manufacturing, office space, and a technology center.

In July 2007, St. Louis-based Armstrong Coal Company announced that it would reopen the Big Run mine in Ohio County. In September 2008, The Kentucky Coal Association announced that the mine was open for business. On Opening day the company had over 250 new employees increasing that number to 530 employees today with more expected to come. Starting pay with Armstrong Coal is \$19 per hour and the annual payroll is expected to be around \$45 million not including benefits. While this business is not located within our ten county area, it is adjacent to Butler County, being a short commute for potential workers in our area.

In March 2007, the Barren River Area Development District held a news conference to release the results of the 2007 Kentucky Association of Manufacturers Wage and Benefits Survey. According to the survey, the average Kentucky manufacturing employee earns an annual base salary of \$ 45,094, a three percent increase from the previous year's salary. According to the 2006 data from the Kentucky Cabinet for Economic Development, the average per capita income for Kentuckians is \$29, 719. Therefore, the average Kentucky manufacturing employee earns a salary that is more than \$15,000 higher than the average Kentucky worker's income. Nearly two hundred Kentucky manufacturers representing all regions of the state, including fifty-six companies in the Southern Kentucky region, participated in the survey.

This year, as a result of the American Reinvestment and Recovery Act funds (ARRA), Community Action of Southern Kentucky implemented programs in direct relation to employment. Some ARRA funds were used for the creation of four full time Job Development Specialist positions to cover the ten county area of the Barren River Area Development District (BRADD). Each Job Development Specialist has a central location for their base of operations to plan, research, develop work sessions, and keep records. Each of the Job Development Specialists has specific counties for their outreach activities. The Specialists have been responsible for developing, designing and facilitating work sessions for the unemployed and underemployed population that they serve throughout our Agency. These one-on-one work sessions focus on employment enhancement education to help this population be better prepared to obtain, maintain and / or upgrade employment. Many of this population have limited education and few skills in seeking employment. Group classes to develop self confidence, filling out job applications, how to handle interviews, resume building, dressing for the interview and discovering the skills they possess will be useful in their employment search. These work sessions include simulations so each participant will have a chance to experience the roles they will be playing in real life employment seeking situations. Additionally, the Job Development Specialists work with clients to identify and address each participant's strengths and areas of growth. They will work closely together to identify barriers to employment, and encourage the changes necessary to make employment a reality. The efforts of the Specialists will be collaborative in nature as they work with Agency Staff, community partners, local employers and employment agencies to identify opportunities within each community to ensure success in gaining meaningful employment. This personal training will also provide referrals to

address any needs identified that may be outside the employment arena, so that any and all employment barriers can be leveled. The Employment Enhancement Program meets a variety of needs identified through the Community Needs Assessment. Most notably it addresses employment, education, linkages, and self sufficiency but also due to the availability of emergency services and client assistance it identifies with income management, and housing stability as well.

The Job Development and Training Program created eleven new positions within Community Services. This program allowed us to hire office associates for each of our Community Services Offices. This program focused on providing employment and training opportunities for our target population but also stretch across all of the priorities (Employment, Housing, Education, Emergency Services, Health, Income Management, Nutrition, Linkages, and Self Sufficiency) identified in the Community Needs Assessment submitted with 2010 plan and budget. The Job Development and Training Program is approximately ten months in length in which office associates will provide program and clerical support to the County Coordinators and the Supportive Housing Case Manager. These employees will learn about the Agency's mission and services offered to alleviate conditions of poverty, office etiquette, office skills, community partners, providing direct client assistance, referrals, follow-up consultation and related services. These Associates will be trained regarding program eligibility criteria and guidelines, confidentiality, reporting and service delivery. These new staff will allow more efficient and effective service to families through Community Services due to their ability to provide direct client assistance as part of their training program. Agency staff will work as a mentor with these Office Associates providing guidance, instruction, and supervision but also as case managers to develop job skills, provide budget counseling, and to work with each Associate with their individual areas of growth. Skills learned throughout the training program can be used to apply for other employment either within or outside of the Agency after the completion of the training program.

Through ARRA several Agency Staff Support positions have been created to help handle the influx of new staff, programs, reporting, and financial obligations. These positions include a Human Resources Clerk, a CSBG Support Staff, an Information Technology Associate, a Public Information Coordinator, and an Education and Training Specialist.

Needs

The majority of the counties in the Barren River Area Development District experienced a dramatic increase from 2008 to 2009 in unemployment rates. In March 2009, The Kentucky Education and Workforce Development Cabinet issued a statement that the state unemployment rate had swelled to 9.2 percent in February 2009, marking the largest year over year increase in the unemployment rate since Kentucky started keeping records in January 1976. In our area the poverty rates vary from 14.3% in Simpson County to 23.5% in Monroe County and in Metcalfe County the rates soared from 6.8% in December 2008 to an average of 15.3% throughout 2009. The lowest unemployment rate was in Warren County rising from 5.4% in December 2008 to an average of 10% throughout 2009.

With Logan, Simpson and Warren being the only counties with average weekly wages over \$600; gas prices continue to strain the budgets of our area workers, as many travel to other counties for employment. For example, sixty five percent of Edmonson County residents commute to another county for employment and forty six percent of Metcalfe County residents commute to another county for employment.

Many of the available jobs within the BRADD are entry-level positions that pay minimum wage or are part-time positions, which rarely offer any benefits. Neither of these is sufficient enough to replace welfare benefits. Additionally, a trend of temporary full-time and part-time positions, which do not offer employee benefits, has increased. Numerous placement agencies, which specialize in hiring temporary staff, have appeared in many of these communities. The Agency provides opportunities for senior citizens through this program at numerous sites in Children's Services, Community Services, and Senior Services.

Although ARRA created a substantial influx of programs, positions, and resources for the area the deadline for the expenditures is September 30, 2010. This loss of additional funding creates a great need in our Agency and many agencies that received funds. Currently, we are looking for other funding sources to help cover or replace the loss of ARRA funds although many agencies are losing resources or facing cuts and the outlook is discouraging.

Industry closings and lay-offs have heavily impacted the Barren River Area. In Simpson County, Syngen Corporation moved its operation to Tennessee leaving approximately 2,000 individuals without jobs in 2007 with no one moving in to replace them. Harman/Becker Automotive Systems announced the layoffs of 90 workers in March 2009. In Allen County, Federal Mogul and Sumitomo decreased their employees by approximately 300 jobs and A.O. Smith decreased their workforce by approximately 190 jobs. Pamida, a small department store in Allen County closed in early 2009, losing both jobs and a source for household goods, clothing and groceries in this rural community. In Monroe County, Belden laid off 120 employees in late 2007 with an estimated loss of one million dollars including \$15,000 in city and county payroll taxes the number of layoffs for Beldon reached approximately 230 in March 2009 and has since closed its operation. In Logan County, five local employers closed their doors displacing approximately 120 employees in 2008-2009. Several smaller businesses and factories have relocated or shut down, and the slowdown in the automotive industry has led to significant layoffs. Sumitomo Electric, in Metcalfe had major layoffs in their facility in 2009, eliminating approximately 147 jobs. Edmonson County experienced the loss of Jasco Manufacturing facility. This supplier for automotive fuse assemblies closed at the end of December 2009 and left 10 people without jobs.

In Glasgow, Amak Brake L.L.C., a manufacturer of motor vehicle brake systems and parts has laid off several temporary employees. Also in Glasgow, JL French an automotive casting company has laid off 180 employees at their plant with no return dates; SKF another automotive manufacturer of bearings for machinery laid off 150 in January 2008, 95 in January 2009, and the remaining employees were released in June when the plant closed permanently. Dana Corporation, supplier of axles, drive shafts, and structural, sealing, and thermal-management products; as well as genuine service parts has begun to layoff employees and is scheduled to close completely December 31, 2010 for a loss of 200 jobs.

Butler County has seen several companies layoff and decrease employee hours across the county. Aleris (IMCO Recycling) laid off employees three times in 2009 losing approximately 100 jobs and Morgantown Plastics have cut employee hours and are currently operating with only two shifts. They are no longer hiring through temporary services to fill their staff as production has slowed significantly in the past year. Elieson, also in Morgantown has lost 40 employees, Kellwood Outlet, Cool Springs Day Care, and Pamida, a small department store specializing in household goods, clothing, and groceries closed in January 2009, and several local family owned businesses have also closed in recent months.

In 2008, Wind Energy Corporation, a manufacturing company located in Morgantown. This company's premise was to develop, manufacture and sell unique, next generation wind turbines to the middle wind market segment. This project was expected to create 260 full time jobs within five years and represented an investment of more than \$6.1 million in the south central Kentucky region. Wind Energy did open as planned but closed the location in 2009.

As the country watches Auto Industries struggle, General Motors in Warren County is no exception. In January 2009 GM announced that they would stop producing the Cadillac XLR due to a twenty-eight percent decrease in sales in 2008 over 2007 resulting in job losses in the area. In February 2009, more General Motors job cuts were announced totaling 10,000 across the world and temporarily cutting the pay of salaried U.S. Workers by three to seven percent starting in May. In December 2009, 75 more employees were dismissed from the General Motors Bowling Green Assembly Plant. Vehicle production is being scaled down from 11 cars per hour to eight cars per hour a dramatic drop from the 18.5 cars per hour produced in 2008.

DESA, a manufacturer and marketer of electric lawn and garden tools and heating products first announced an expansion of 100 jobs in its Warren County facility, consolidating several divisions into their 250,000 square foot plant. At the time DESA employed 900 workers at this location and looked forward to a bigger workforce. However, due to financial woes the expansion did not occur and layoffs started in shifts. The entire plant closed in December 2008. Nylon Craft, a Warren County plant that makes components for Ford announced in December 2008 the facility would be closing in February 2009 resulting in a loss of jobs for 70 people. Sumitomo Electrical Wiring Systems will close its New Model Development Center in Bowling Green by April 2011. The plant closing, which develops wiring harnesses and electrical components for automobiles, will affect 36 salary and 61 hourly workers.

The City of Bowling Green was affected by the economy in 2009/2010 as well. Due to budget constraints, several employees were laid off, retiree positions were either combined or left unfilled and several positions were eliminated completely.

Additionally, this community has numerous non-profit agencies, which depend on local, state, and/or federal funding in order to provide services and to employ community members. Many of these agencies have experienced level funding or a decrease in funding, which in many cases, led to decrease in staff or decrease in wages. In March 2009, the city announced cuts in their budgets stating that some non profits that annually competed for funding would likely not get funded at all. Community Action received a total reduction of 5% from City funds from FY 2008/2009 to 2009/2010 and is expecting another decrease in FY 2010/2011.

In Bowling Green, two local nonprofit youth groups merged due to economic woes and a decrease in donations. The Boys and Girls Club of Bowling Green and Girls Inc. merged during spring 2009. Both organizations rely on funding from grants, contributions from United Way of Southern Kentucky and community donations. Under the conditions of this merger, Girls Inc. ceased to exist in Bowling Green and the Boys and Girls Club moved to the Girls Inc. location.

(2) To attain an adequate education

Strengths

The region is served by three colleges and one university all located in Bowling Green. Five additional colleges or university campuses can be found within the Barren River Area. According to the Kentucky Education Cabinet, in addition to these thirty-seven colleges and university campuses, ten technical schools are located within sixty miles of Bowling Green. During the 2009-2010 school year approximately 40,000 students were enrolled at these technical schools.

Western Kentucky University (WKU), one of the fastest growing universities in the state, maintains a growing campus in Bowling Green. Enrollment for Fall 2009 exceeded 20,700 students. WKU makes a concentrated effort to create a diverse student body and recruit diverse faculty and staff. WKU has a satellite campus in nearby Glasgow and offers off-campus courses in communities such as Brownsville, Morgantown, and Russellville. WKU offers many opportunities and services for non-traditional students including but not limited to Bowling Green Community College, Veterans Upward Bound, and Women in Transition. Over the past several years web enrollment has steadily increased and WKU has risen to meet student demand. In fall 2003, one hundred and forty-two courses were offered; however, currently that number has increased to over one thousand.

Western Kentucky University's undergraduate division provides four-year programs leading to the bachelor of arts, the bachelor of fine arts, the bachelor of general studies, the bachelor of science, the bachelor of science in nursing and the bachelor of music degrees. Eighty-eight academic majors and fifty-seven academic minors are available. A number of professional and pre-professional curricula provide additional options. Eighteen associate degree programs are offered leading to the associate of arts degree, associate of science degree, associate of applied science and associate of general studies degree. Three certificate programs are also offered. Graduate Studies offers more than fifty degree programs in the areas of master of arts, master of arts in education, master of business administration, master of science, master of music, master of public health, masters of health administration, masters of nursing, masters of health administration, master of social work, and the master of public administration. WKU also offers the specialist degree and rank I and II programs. A joint doctoral degree program is offered with the University of Louisville and the University of Kentucky. In 2008, WKU offered its first independent doctoral program in Educational Leadership. To meet the demand of web accessed degrees, WKU offers three online associate degrees, five online baccalaureate degrees, and thirteen online graduate degree programs. To assist those who work during the week but still want the classroom experience WKU offers a variety of weekend classes to students.

Go bg transit, is a collaborative service between Community Action of Southern Kentucky, Inc. and the City of Bowling Green. Go bg transit operates multiple transit services within designated areas of Bowling Green. This year, a new transit route was linking student housing and WKU Campus with transfer points to other shuttles that service shopping, restaurants, hospitals, and other local interest areas.

In 1992, Lindsey Wilson College-Scottsville Campus opened on the Scottsville Square. The satellite campus continues to grow and now offers: Associate of Arts in Business Management, Associate of Arts in Early Childhood Education and Development, and Bachelor of Arts in Human Services and Counseling, Bachelor of Business Administration, and Bachelor of Communications. In January 2008,

Lindsey Wilson College-Scottsville Campus offered their first Masters Program in Counseling and Human Services. The Turner Family of Scottsville donated two buildings on the Scottsville Square to Lindsey Wilson College-Scottsville Campus. This donation will assist in the growth and life of Lindsey Wilson College in the community of Scottsville and Allen County.

Kentucky Advanced Technology Institute, Daymar College, Barren County Area Technology Center, and Barren County Health Technology Center all provide educational opportunities to local citizens. Moreover, Bowling Green Technical School reported enrollment continues to increase. Additionally, PJ's Beauty College, South Central Kentucky Barber College, and Lindsey Madison Institute offer programs for those interested in cosmetology and barbering. This year a new cosmetology school opened in the city of Bowling Green; The Regina Webb Academy.

In Butler County, Sumitomo Electric Wiring Systems, which no longer employs individuals in the Butler County Plant, has donated one building for the use of a vocational technical school. Additionally, the building known as the Butler County Educational Complex is being used for community education, family literacy, Educational Opportunity Center, parenting classes, free computer classes, English as a second language, and the Alternative Learning Center. They also have a Family in Transition class in conjunction with the local court system. This class is court ordered to couples with children who are in the process of divorce.

In cooperation with Bowling Green Technical College and Kentucky Community & Technical College System and Western Kentucky University, the Kentucky Transpark features onsite educational and research centers. These facilities will provide customized workforce training and specialized services to meet the needs of, not only Transpark tenants, but newly created, existing or expanding regional businesses as well. A 31,000-square-foot training facility by Bowling Green Technical College was constructed in 2006 and is now open for classes. Specialized apprenticeship programs in Machine Tool and Engineering Technology are offered.

Adjacent to that, a 44,420 square foot regional high school technical center was constructed. It is known as the Warren County Schools Area Technology Center and student training is underway. The school has five training programs, auto technology, welding technology, construction technology, information technology, and health science. Currently students from Greenwood, Warren Central, Warren East, Bowling Green High, Lighthouse Academy and Edmonson County attend classes. Approximately 160 students attend class per day. In late 2009, the Green River Regional Education Cooperative relocated to a new 14,000 square foot office building on 6.1 acres in the Transpark. This is the third training facility to locate at the Transpark. GRREC is a non profit agency that provides supportive resources and training services to area schools, colleges and businesses.

Adult education programs in each county include those sponsored by the local school boards and an adult literacy program usually associated with the local library. Many libraries offer public enrichment programs and Community Education Programs for adults. Community Action of Southern Kentucky, Inc. offers an adult education & job development program. The instructional and supportive services help individuals acquire the skills necessary to become economically self-reliant and enhance the family situation. In this program, staff assists adult students in determining their educational needs, setting goals, and taking the necessary steps to improve their personal and family life. Similarly, an Education and Training Specialist has been hired with American Reinvestment and Recovery funding for our Allen

County facility to focus on increasing and improving education and computer skills of Agency participants. The Agency is currently applying for other grant funding to keep this position after the ARRA funding has ended.

The Agency's Head Start Program is a child development program serving three and four year old children from income-eligible families. Some of the services offered through Head Start include but are not limited to education, health services, disability services, nutrition education, speech and hearing screenings, and social services. In 2007, the Agency's Head Start Program became a delegate of the Community Action Council in Lexington, funded to serve twenty Migrant children and families. To be eligible, the family had to have an income eligible child, had to have moved in the past two years for the purpose of agriculture, and over 50% of their income must have come from agriculture. All staff for the Migrant Head Start Program is bi-lingual, and all instruction is spoken in Spanish.

Community Action has seen a significant increase in the number of children for whom English is not their primary language. Sixty-four families spoke a language other than English as the primary language in the home and there is some difficulty in meeting the needs of the families because of the lack of resources within the service area. The majority of these families speak Spanish; The Agency hired a Translator/Transition Coordinator for 40 weeks for 40 hours per week to assist primarily Latino children with transition in and out of Head Start.

In 2007, Community Action was approached by Wabuck Development to manage an on-site child care center in a housing complex for primarily single parent students. Through a grant with Kentucky Housing Corporation, the complex would be built to include a Community Center and Child Care. Residents of the complex would have first priority in the child care center; however, if the center was not at capacity, slots could be opened to the public. The location of the development is in the Bowling Green Enterprise Community. Historically, the Enterprise Community Zone consists of higher levels of poverty, unemployment, single parent families, predominately female head-of-household, crime related problems, lower educational levels and/or training skills, fewer transportation opportunities, a lack of decent, safe and affordable housing, youth development problems, and a fragmented system for the delivery of services. Scholar House, opened in 2008 to residents and the child care facility, Little Scholar's Child Care, opened in February of 2009. The development has 54 units and targets the single parent who is a full-time student. Residents of the facility who qualify for Head Start have on-site facilities, complete with wrap-around child care services.

Locally, three building projects are underway involving the construction of four new schools. Two of the new schools, Richardsville and Bristow Elementary, are being built behind existing ones to replace those already there. Both of these new schools will be among the most energy efficient school buildings in the country; planned as 'Net Zero' buildings that will use solar panels along with energy-saving design elements. The third project underway is the construction of a new middle and high school in South Warren County. There is an explosive enrollment growth in Warren County as of late and the new schools will relieve the pressure. The new 339,000 square foot facility will house both the middle and the high schools connected by an auditorium in the middle. This unique design will allow both schools to share one kitchen facility and with the connecting auditorium allow middle school students the opportunity to take advanced courses.

Last year, the Agency awarded a \$1,000 scholarship to graduating high school seniors and non-traditional students throughout our region, for a total of twenty two scholarships and \$22,000. In addition, CSBG funds were utilized to pay the GED testing fee for several low-income individuals.

This year, as a result of the American Reinvestment and Recovery Act funds, we are able to award forty scholarships for post secondary education worth \$1,500 each throughout the ten county area. In addition, we have \$2,000 set aside to pay for GED testing fees for low income individuals which currently cost \$50 each.

Needs

According to the South Central Kentucky Prospector, almost twenty nine percent of adults over 25 years of age who live in the Barren River Area do not have a high school diploma, and only 11.2 percent complete a bachelor's degree or higher. Thirty-four percent or more of the people living in Butler, Edmonson, Hart, Metcalfe, and Monroe counties do not have high school diplomas. This is 14.66 percent higher than the average for Kentucky.

As with most post secondary institutions, WKU has continued to increase full time tuition. Full time students at WKU will pay \$3,600 undergraduate level and \$3,960 graduate level per semester for in-state tuition. Bowling Green Technical School's tuition cost is \$125 per credit hour while Daymar students pay between \$270 and \$320 per credit hour depending on the course studied.

Currently, there are discussions about projected budget cuts to universities and local school districts throughout the state by the State Government. These projected cuts could mean an increase in tuition cost for private education, post- secondary education and fees. Budget cuts also mean loss of jobs, loss of programs, and recently discussed; loss of two instructional days to students P-12.

Some school districts in our local region are struggling to reach goals mandated under the No Child Left Behind Act though many have report significant growth in other areas. After failing to meet federal standards of adequate yearly progress some district are eligible for consequences such as; notifying parents, revising the district's improvement plant, receiving technical assistance from the state and continuing to be subject to corrective action from the Kentucky Department of Education. A school has to meet its targets for two consecutive years to get out from under federal consequences.

In the past, individuals who took the GED test did not have to pay a fee for testing. Once a fee was established, it has steadily risen over the years. Last year, the amount rose from \$40 to \$50 per time the test is taken, which is not always affordable for low-income individuals.

Each year the Bowling Green Enterprise Community previously awarded five post secondary scholarships to qualifying applicants. After 11 years, this resource to the community no loner exists as funding has run out.

Currently, Community Action Head Start Centers have a funded enrollment and because of the staff to child ratio, can only serve a certain number of children. There are, however, more children needing services than available enrollment slots. A waiting list is maintained based on a point system so the children who are most in need are the ones who are served first.

More Afterschool Programs are needed for children of parents who are working. Often children are left unattended at home in the afternoons or in care of older siblings and expected to complete homework and other household chores. Afterschool Programs provide much needed supervision, instruction, and recreation for children whose parents work later than the typical school day.

(3) To make better use of available income

Strengths

Community Action of Southern Kentucky, Inc. offers individual and group training related to budget counseling and income management. Specifically, individuals and families accessing supportive housing services work one-on-one with Agency Staff to prepare monthly household budgets which track expenditures, prioritize spending, and encourage saving. Several community partners, including but not limited to Housing Authority of Bowling Green, Housing and Development Services (HANDS), and Department for Community Based Services within the BRADD region offer free assistance on personal income management and counseling.

The Agency has partnered with the local extension offices to provide classes regarding budgeting with food stamps, cooking with the food in the pantry, and using coupons. For example, Community Action of Southern Kentucky, Inc. in collaboration with the University of Kentucky Extension office in Edmonson County provided food preservation classes in conjunction with the Community Action Garden Program. In preparation for the Garden Program, the County Coordinator contacted the Extension Office and worked to develop a Mini-Garden Expo to generate interest in gardening and preservation classes, approximately 54 people attended. Each of the five community partners in attendance was allotted time for a presentation or demonstration related to gardening, soil preparation, food preservation, and the importance of bees in the garden. The County Coordinator worked with Kentucky Nutritional Education Program (KYNEP) and Expanded Food and Nutrition Education Program (EFNEP) Agents to schedule classes. A Boot Camp Canning class is scheduled for beginners in June to prepare interested individuals with basic skills and needed supplies for canning. Three canning classes are scheduled for July when gardens are at their fullest. These three classes focus on using garden vegetables and preserving homemade soups. Each class will focus on two or three different homemade soups that each participant will make, sample, and take home. Other classes in the planning stages are budget-saving meal stacking classes which teach individuals to buy in bulk and prepare and freeze meals for a low cost per serving meal. One such class will use fresh vegetables as a main meal stacking ingredient which partners perfectly with our Garden Program.

In addition to these classes, the Community Services Staff, in collaboration with community partners, have been working with Head Start parents to create and maintain household budgets. In Metcalfe County, the County Coordinator and the local extension office created a budgeting and food nutrition workshop utilizing ‘budget bucks’. To generate interest, each participant is given play money or “budget bucks” as an incentive for active participation and a sale where they can purchase household items such as a Tea pitcher and glasses, baking dishes, kitchen utensils, candles, canister set, and kitchen towels is held at the last session. Other Community Services Staff have offered other income management classes to help individuals stretch their dollars. Examples of these consist of replacing many household cleaning products with more economical options such vinegar, baking soda, and alcohol, making washing powders and using clothes lines to cut cost. Another workshop helped clients

see the potential of using homemade crafts as gifts and the participants exercised this option by painting tiles.

This is the third year Community Action of Southern Kentucky, Inc. is collaborating with the Barren River Asset Building Coalition to offer free assistance with tax preparation in several counties. Other partners in the coalition are AARP, the local refugee center, local volunteers, and the local public libraries. Community Action of Southern Kentucky was responsible for two free tax sites, Allen and Edmonson counties but provided space for a coalition partner to provide taxes from our Monroe County Senior Center as well. To date over one thousand tax returns have been filed by the Coalition.

Go bg transit, is a collaborative service between Community Action of Southern Kentucky, Inc. and the City of Bowling Green. Go bg transit operates multiple transit services within designated areas of Bowling Green. Five routes run Monday through Friday between 7 a.m. and 6 p.m. with fixed stops repeating hourly. The Go to Work service operates Monday through Friday between 5 a.m. and 7 a.m. Go shopping, Saturday shopping shuttles are available on the first Saturday of each month to local shopping areas. Additionally, lift equipped vehicles are available for persons with disabling conditions. On Earth Day 2009, Go bg transit offered free bus rides all day to local citizens for a total of 545 free trips, which was the second highest daily ridership to date. The highest daily ridership to date was on Election Day 2008, when Go bg transit encouraged people to vote by offering free rides, and provided 559 free passenger trips.

Community Action of Southern Kentucky is making great strides to meet the needs of public transportation in the Bowling Green area. Management decisions led to growth of the transit system even in difficult economic times. Transit ridership increased by 22%, which included 6% on ADA trips, in FY 09 from FY 08 and has been in distinct growth mode from FY 04 through the present with double digit increases, in contrast to national trends.

Additionally, transit received American Reinvestment and Recovery Act (ARRA) funding during FY 09. This funding has been used to purchase five (5) low-floor, kneeling, ramp-equipped, 24 passenger buses for use on the route systems. These ramp-equipped buses improve accessibility for persons with mobility issues. A person with limited mobility should find it easier to step onto the ramp than to go up steps into a bus. For passengers who use wheelchairs and scooters for mobility, the use of the ramp versus use of a lift decreases time required to board/disembark. This improves headways on routes, lessening delays to routes caused by the time required to board and secure passengers who use wheelchairs and scooters.

Needs

According to a study completed by the U.S. Census Bureau, median household income increased from \$40,267 in 2006-2007 to \$41,489 in 2007-2008 in Kentucky. However, during that same time frame, the number of Kentuckians in poverty rose from 17.2% in 2006-2007 to 17.3% in 2007-2008.

While the country sees increases in the cost of living, many households continue in lower paying jobs. Employment with few to no benefits are often the only opportunities available to lower-income families. During the last year, the price of gasoline has slowly decreased however economist have already warned that price of gas is once again on the rise and will peak at over \$3.00 a gallon this summer. The high

cost of gas has caused a financial strain on the low-income individuals who were traveling to medical appointments, to receive services, or to work. With the limited access to public transportation in the rural communities, gasoline prices will continue to impact individuals of all economic statuses.

Families with limited income continue to be tempted by society's attraction to have more material items. This materialistic attraction discourages prioritizing financial obligations and conserving home income. Many families lack the skills needed to financially budget for monthly expenses and save for unexpected expenses.

Families with limited income are often enticed by Tax Programs that promote same day returns. However, most do not realize that in exchange for a fast tax return they are paying an average \$100 fee called a "refund anticipation loan." This fee reduces the average refund amount by about 10 percent. Another temptation for many individuals is the local Payday Lender or Cash Advance Store. These seemingly one time quick fixes have exorbitant interest rates and often lead families into an endless cycle of debt. For families with poor credit and no savings, a payday loan seems like the perfect solution to a short-term cash flow problem. But all too often these "no credit check required" loans have long-term consequences that put families further behind and further in debt.

**(4) To obtain and maintain adequate housing and a suitable living environment
(prevent homelessness)**

Strengths

The Supportive Housing Program of Community Action of Southern Kentucky, Inc. continues to focus specifically upon the housing needs of low-income households. Participants include but are not limited to the elderly, disabled population, and households with children. County Coordinators in the Barren River Area counsel households on landlord/tenant relations, clarify the terms of the contracts between the landlord and tenant, and assist in the development of housing contracts between landlords and low income households. Additionally, financial assistance is available for first month's rent or housing deposit through the Supportive Housing Program for households who agree to participate in the six-month program. Routinely, County Coordinators work with households to develop financial plans and options that will enable families to attain housing stability in quality structures.

Affordable housing lists are updated to assist participants in locating housing in a variety of neighborhoods, at a variety of cost levels. County Coordinators and other staff also work with local housing authorities, mortgage companies, and other public and private businesses to ensure a variety of resources for the low-income households.

Financial assistance is issued from the Emergency Food and Shelter Program for households who have experienced a recent economical disaster. Community Services Program may also mobilize public and private resources on behalf of the housing needs of low-income households through locally funded agencies and organizations, such as, local ministerial groups, veterans' organizations, school groups, and charitable organizations.

County Coordinators are case managers for the Kentucky Housing Corporation's (KHC) Family Self-Sufficiency Program. Within this program, families enter into a five-year contract that requires them to

seek and to maintain employment, to attend a comprehensive homeownership-counseling program, and to remain welfare-free for one year prior to expiration of the contract.

The KHC Catalog of Assisted Rental Housing in Kentucky identifies a variety of assisted rental housing units available for lower-income households in the Barren River Area. Within the area, approximately 1,000 assisted rental opportunities are available. Periodically, the Agency receives a listing of available subsidized housing units which is used to assist the homeless with finding affordable housing.

Weatherization, Warren Rural Electric Cooperative Corporation (WRECC) and CARES provide benefits to eligible households in the form of energy conservation improvements to the dwelling to reduce energy costs and give the occupants a safer and healthier environment. The benefits are designed to reduce heating costs by making the dwelling more energy efficient, and to provide a healthier, safer, and more comfortable living environment. Heating systems are also evaluated for safety, energy efficiency, fuel leaks, and carbon monoxide.

Needs

The cost of housing increases at greater strides than does the household income. As stated earlier, the median household income for Kentuckians rose slightly between 2006-2007 year and 2007-2008 year. However, utility costs increased approximately 30% since the beginning of 2006, so the cost of housing continues to grow within the community.

Additionally, households who live on a fixed income are forced either to sacrifice other basic needs, such as food and medication in order to have a home or to live in an unsafe housing unit. Still others are without homes due to the lack of affordable housing within our community.

Many of our homeless shelters remain at full capacity with few available slots for the growing homeless population. Over half of the Barren River Area counties do not have access to a homeless shelter within their community. In order to stay in a shelter, they are forced to leave their community, possibly even the community in which they work.

The Barren River Area has experienced a continuous increase in housing foreclosures over the last 12 months. For 2008 Warren County alone had approximately 300 foreclosures that went to Master Commissioner Sales. As of March 2009, 92 homes had gone to the Master Commissioner Sale. Annualized, 2009 was a record breaking year with over 350 in the late stages of foreclosure. The overall region mirrored these numbers and the increase. In fact, according to Realty Trac, which released its U.S. Foreclosure Market Report in October 2009; “one of every 136 U. S. housing units received a foreclosure filing during the 3rd quarter – the highest quarterly foreclosure rate since Realty Trac began issuing its report in the first quarter of 2005.” The report shows that Kentucky experienced an additional increase of 15.3% over that of the second quarter.

- (5) To obtain emergency services through one time payments or short term loans to meet immediate needs and urgent individual and family needs, including health services, nutritious food, housing, and employment related services**

Strengths

Immediate and urgent needs among individuals and families are addressed by an array of public and private groups in our ten-county area. Department for Community Based Services responds to needs for temporary financial assistance, health services, and nutritious food through provision of K-TAP benefits, medical cards, and food stamps.

Homeless shelters in Logan, Metcalfe, Monroe, and Warren counties provide emergency and transitional shelter to victims of domestic violence and to the general homeless population. The American Red Cross and county rescue teams respond to victims of natural disasters while an array of private service providers including but not limited to St. Vincent DePaul Society, local ministerial associations, and private churches offer emergency financial and food assistance. Specifically, the Agency has partnered with Good Samaritan of Franklin and Logan County, and St. Vincent DePaul in Brownsville and the city of Bowling Green to assist the low-income through direct referrals and enhanced collaboration regarding food assistance. In Brownsville we also partner with another local faith-based partner to provide food assistance and other immediate needs such as coats in the winter and fans in the summer for low income individuals.

Local Community Services offices provide assistance through the Emergency Food and Shelter Program to households experiencing economic emergencies. Ninety percent of Community Services offices maintain an emergency food pantry, and the remaining ten percent work closely with local food pantries to maintain a referral source for needy households. Furthermore, Low Income Home Energy Assistance Program (LIHEAP) is offered to households in a home heating crisis. This year 6,717 households received assistance during the Subsidy component and an additional 7,279 households received assistance during the Crisis component of LIHEAP. During the winter months, *Operation Warm Hearts*, a program with Warren Rural Electric Cooperative Corporation (WRECC), provided emergency assistance to low-income households. During this year's *Operation Warm Hearts*, WRECC customers donated approximately \$6,738 providing both income management assistance and emergency payment assistance to sixty two households.

In 2008, Community Action of Southern Kentucky collaborated with Farmers Rural Electric Cooperative to offer *Operation Warm Hearts* to customers serviced by them. Last year, \$3,252 was donated. Additionally, the Bowling Green Enterprise Community allocated \$18,000 to Community Action of Southern Kentucky to offer a heating assistance program to households that reside in the Bowling Green Enterprise Community who fall between 130% and 150% of the federal poverty level. As of March 31, 2010, 19 households had received assistance from these funds, utilizing \$4,750.

Needs

Limited funding precludes any service provider from completely satisfying the demand for emergency financial assistance and other tangible necessities. Economic fluctuations affect households' ability to plan and to provide adequately for current and future needs of all household members. Uncontrollable market variances, such as increase in home energy prices, distress the financial focus of even relatively stable households and individuals.

Numerous existing services are fragmented and fail to recognize interrelated problems and causes. Eligibility requirements for assistance vary widely among agencies. Many communities need access to an unrestricted source of assistance that can respond to forces beyond the control of vulnerable

populations. Local non-profits are faced with providing more services with the same amount of funding and many times with less funding. The Bowling Green – Warren County Welfare office, a locally funded non-profit, had a decrease in their Warren County Government funding for 2008, which is a major portion of their annual budget. This funding stayed level for 2009, and no increases are likely for 2010; however they saw a fifteen percent increase in clients during 2009 and the upward trend has continued into the first quarter of 2010.

The Warren County Department of Children Based Services (DCBS) reports that their client base has doubled in the past year. Their staffing has increased to maximum capacity and the numbers of clients continue to rise. There is no room locally to house more office space to hire more workers. Clients who have never had to access these services are a majority of the new cases. Funding for their services is provided by the Kentucky General Fund and TANF, but has its limits. Funding is based on an error rate of less than 5%. As the workers reach overloaded schedules their error rating rises, which reduces access to the funding they so desperately need. Lack of funding for services would adversely affect multiple families in this community.

The City of Bowling Green was affected by the economy as well. In March 2009, the city announced cuts in their budgets stating that some non profits that annually competed for funding would likely not get funded at all. Agencies that did get funded experienced a 3% cut from the City already this year and additional cuts to the budgets are expected.

Additionally, the Bowling Green Enterprise Community which allocated \$18,000 to Community Action of Southern Kentucky to offer a heating assistance program to households that reside in the Bowling Green Enterprise Community who fall between 130% and 150% of the federal poverty level has ended. Once these funds are expended this resource will cease to exist and another funding source has not been identified.

(6) To provide for nutritious supplies or services that may be needed to counteract conditions of starvation and malnutrition

Strengths

To supplement the diets of low-income households within our community, a variety of public nutrition programs exists such as free or reduced cost breakfasts and lunches, Food Stamps, and Summer Food Service Program. County Coordinators provide referrals to the local Department for Community Based Services and provide food through the local food pantry to low-income families who are in need.

When the school season ends, the Agency sponsored the Summer Food Service Program in eight of the Barren River Area counties. In two other counties, the school systems provide the service with the assistance from County Coordinators as needed. The Program is the single largest Federal resource available for local sponsors who want to provide nutritious food to children while school is not in session. Last summer, the Agency served approximately 75,260 meals thru June and July across 42 sites. There were 1,711 different children that accessed the program in 2009.

The Body Mass Index of children in our Head Start program area is very high. Head Start staff work with families and children in a variety of ways to address this issue. Assistance is provided by: as least

twice annual growth assessments of children, documented conversation with families to identify and develop a plan for improvement, referrals to the child's health care provider and/or nutritionist, address physical activity during the Head Start day and at home, nutrition activities in the classroom, materials sent home with children to address nutrition, training at parent meetings, and provide nutritious meals according to USDA guidelines to children.

In Monroe County, the County Coordinator works directly with the local Judge Executive's Office and Community Outreach, local homeless shelter, to provide commodities at three different sites in the rural community. On a monthly basis, approximately 900 families receive assistance through the commodities programs. The Senior Center Manager distributes approximately 140 senior commodities that have been a direct result of Recovery Act dollars. In Butler County, the Agency is the sponsor for the commodities program. Approximately 210 households receive assistance on a monthly basis through this program. In November 2008, the Agency became the sponsor for the commodities program in Simpson County. Monthly participation continues to rise, averaging 140 participants each month during 2009. In Edmonson County, Agency Staff coordinate the monthly commodities program for senior citizens for approximately 160 households. The Glasgow Housing Authority partners with the Agency to distribute commodities monthly to senior citizens in the Glasgow and Barren County Community.

Throughout the year, several local groups and organizations have organized food drives, which benefit the Agency's local food pantries. Local Boy Scout troops and local church groups as well as the National Association of Letter Carriers have collected and donated numerous food items for the local community. United Way of Southern Kentucky held a region wide food drive titled "Feed the Need" in Allen, Barren, Logan, Simpson, and Warren counties. Volunteers were on hand two days to pass out suggested items lists to customers as they entered stores and help manage donations. Volunteers also were at the main drop off site in each county helping sort and package the donated items. "Feed the Need" was created last year in response to the increased need in our communities for resources. After speaking with the local food pantries that benefited from the drive last year, it became abundantly clear that the need for this drive continues this year. Last year, 43,520 items were collected and distributed to these local food banks.

The Garden Program is designed to assist households in growing their own gardens. Households are given vouchers for fruit and vegetable plants and/or seeds and fertilizers to begin a garden. County Coordinators collaborate with local county extension offices in an attempt to educate households about productive gardening tips. Most households save between \$200 and \$500 in food cost per year due to the productivity of their garden. For example, in preparation for the Garden Program, the Edmonson County Coordinator contacted the Extension Office and worked to develop a Mini-Garden Expo to generate interest in gardening and preservation classes, approximately 54 people attended. Each of the five community partners in attendance was allotted time for a presentation or demonstration related to gardening, soil preparation, food preservation, and the importance of bees in the garden. The County Coordinator worked with Kentucky Nutritional Education Program (KYNEP) and Expanded Food and Nutrition Education Program (EFNEP) Agents to schedule classes. A Boot Camp Canning class is scheduled for beginners in June to prepare interested individuals with basic skills and needed supplies for canning. Three canning classes are scheduled for July when gardens are at their fullest. These three classes focus on using garden vegetables and preserving homemade soups. Each class will focus on two or three different homemade soups that each participant will make, sample, and take home. Other

classes in the planning stages are budget-saving meal stacking classes which teach individuals to buy in bulk and prepare and freeze meals for a low cost per serving meal. One such class will use fresh vegetables as a main meal stacking ingredient which partners perfectly with our Garden Program. In Metcalfe County, the Extension office is going to provide a food demonstration with garden vegetables and the Coordinator is going to provide gardening and budget tips. The Simpson County Coordinator is working with a local church and the extension office to offer gardening to interested individuals who may not have land for a garden. The church is donating plots to individuals who receive garden vouchers and who sign up for canning classes with the extension office.

The Salvation Army in Warren County, Jesus Community Center in Logan County, Bowling Park Homeless Shelter in Metcalfe County, and Community Outreach in Monroe County provide hot meals to individuals in distress, and the Good Samaritan in Logan and Simpson counties assists with food needs through local food pantries. The Barren River Area Safe Space provides hot meals to individuals in their domestic violence shelter. Additionally, on Saturdays, Meals, Inc. in Warren County provides warm meals to senior citizens.

The Agency's Senior Services provides meals to senior citizens in the local Senior Center as well as to senior citizens who are not physically able to attend. These seniors who cannot attend at the center receive nutritious meals at home through this program. In Warren County alone, 95 seniors receive a daily meal from this program. As a result of Recovery Act funds we began a demo program with breakfast shelf stable meals. A total of 7,000 shelf stable meals were purchased for Allen, Barren, Butler, Simpson, and Warren counties and divided into five meal packs. The five counties are hosting outreach events bringing meals to individuals who don't already access center services. As a result of these outreach activities; six new people are not only attending the Barren County Senior Center on a regular basis but have enrolled in the Agency's RSVP Program as a volunteer as well.

God's Food Pantry in Allen County, Food from the Heart in Edmonson County, St. Vincent de Paul in Brownsville, Revenna Baptist Church in Metcalfe County, and the local American Red Cross chapters collaborate closely with the Agency to ensure food supplies and services are provided for the low-income community.

Needs

According to the Institute for Research on Poverty, in 2008, 14.6 % of US households did not have access to enough food to meet their basic needs and over forty percent of low-income children live in hunger or at-risk of hunger. A recent U.S. Department of Agriculture study determined that 49 million Americans - 17 million of them children - were unable to consistently get enough food to eat in 2008. Nearly 15 percent of households were having trouble finding food, the highest number recorded since the agency began measuring hunger in 1995. Feeding America, the nation's leading domestic hunger relief organization shows 19% of Kentucky's children (under 18) are living in food insecurity, and 23.3% of Kentucky's children under the age of five are living in food insecurity.

The Backpack Program, through Feeding America, is one way that many organizations and schools try to meet the needs of children in our school systems. Children are identified by school personnel as being hungry, or food insecure, and referred to the program. This program sends backpacks filled with food home with children on weekends, food that is child-friendly, nonperishable and easily consumed. These backpacks are discreetly distributed to children on the last day before the weekend or holiday vacation

so that children are not embarrassed or targeted by other children as being needy. In Edmonson County, the University Cooperative Extension Office partnered with Feeding America who had received grant funding to operate the Backpack Program in 2005. Through donations and this funding 100 students receive a bag a week to combat hunger. This year, the grant funding has ended and the UK Extension Office has been notified that they will now need donations in the amount of \$80 per child per school year to feed the 100 children they currently serve whereas in the past their total donations for the program year were \$207.00. Kentucky ranks in the top six with the highest rate of food insecure children under the age of five, according to the Child Hunger in America Website.

According to the Center for Disease Control and Prevention, Kentucky's adult obesity rate is the 6th highest in the nation at almost thirty percent, moving from 7th place last year; and in a new report issued July 01, 2009 by Trust for America's Health (TFAH) and the Robert Johnson Wood Foundation (RWJF), Kentucky ranks the 4th highest of overweight youth (ages 10-17) at 37.1%. Locally, the Barren River District Health Department studied obesity in children within the district in 2008. They found that thirty percent of sixth graders had Body Mass Index greater than or equal to ninety-five percent while nationwide only fifteen percent of sixth graders have Body Mass Index greater than or equal to ninety-five percent.

The TFAH report also states the current economic crisis could exacerbate the obesity epidemic. Food prices, particularly for more nutritious foods, are expected to rise, making it more difficult for families to eat healthy foods. At the same time, safety net programs and services are becoming increasingly overextended as the numbers of unemployed, uninsured and underinsured continue to grow. In addition, due to the strain of the recession, rates of depression, anxiety and stress, which are linked to obesity for many individuals, also are increasing.

December 18, 2008 funding for aging services in the Barren River Area received an immediate funding cut of \$128,000. \$5,587 dollars of that cut was to the Home Delivered Meals program. That cut translates into a loss of 941 meals which is the equivalent of meals for 4 people for a whole year.

(7) To achieve greater participation in the affairs of the community

Strengths

Community Action of Southern Kentucky, Inc. offers numerous opportunities within the Agency and throughout the community to assist low-income individuals in achieving greater community involvement. For example, within the Agency, low-income individuals serve as volunteers in service delivery, as consultants to advisory councils, as program planners for programs, and as participants in the Community Needs Assessments.

Children's Services has one of the largest volunteer pools within the Agency; Head Start parents are encouraged to volunteer in many capacities within many Agency programs. Head Start volunteers can volunteer to do numerous activities for the children and program. Some of the activities include reading to the children, assisting teachers, and planning holiday parties.

In addition, County Coordinators utilize volunteers to refer and to link low-income individuals with community projects including but not limited to school activities, and neighborhood clean up. A few

areas in which volunteers assist the Community Service Program are as assistants for the Low Income Home Energy Assistance Program, as managers for the Clothing Wearhouse, as receptionists for the local offices, and as site supervisors for the Summer Food Service Program. In Logan County, "People Need People", a local initiative to assist households in need of various items and services, relies on volunteers for a number of services including but not limited to building handicap accessible ramps and cleaning for elderly and disabled individuals.

Community Action partners with United Way for a different project during the year. United Way of Southern Kentucky's Day of Caring is an annual day of volunteerism mobilizing hundreds of local volunteers to complete community service projects throughout Allen, Barren, Logan, Simpson, and Warren Counties. Day of Caring is an opportunity to connect active community members to neighborhood organizations by showing them the activities and services provided in the neighborhood really do matter. Volunteers are individuals and groups from local companies, organizations and the community. All ages, including youth and adults, are welcome to participate as volunteers in the event. Possible neighborhood projects include: neighborhood cleanup projects, assisting elderly neighbors with minor repairs, landscape projects, home numbering projects, playground or sports projects, public art or murals, litter pickups, neighborhood programs or activities, and even organizing a drive (food, books, or blood). On July 29, 2009 four hundred and twelve volunteers helped with fifty five service projects. Another annual collaborative project is "Feed the Need" a region wide food drive to support local food pantries that provide services to low income families.

In many Agency offices volunteers are used to meet the needs of programs, services, and office efficiency. In the Community Service's offices, workers use volunteers from the Kentucky Transitional Assistance Program (KTAP). These volunteers serve in a variety of roles within their placement office including service delivery, as consultants to advisory councils, as program planners for programs, linking individuals to other programs and services, and as participants in the Community Needs Assessments.

Volunteers are also active in many of the Senior Centers. For example, in Logan County, Senior Center Volunteers do everything from wrapping silverware and riding meal routes to actually managing a meal delivery route themselves or overseeing the daily activities of a center when staff are needed elsewhere.

Retired and Senior Volunteer Program (RSVP) is a volunteer program funded by the Corporation for National Service and began nationally in 1971 and locally in 2003. RSVP volunteers are 55 years of age or older, willing to serve on a regular basis without compensation, and reside in or nearby the community they serve. RSVP participant sites include but are not limited to local law enforcement agencies, Head Start, and local health departments. One hundred and fifty-one RSVP volunteers are active within Allen, Barren, Logan, Simpson, and Warren counties provided 14,120 volunteer hours in FY 09.

The Foster Grandparent Program began in 1965 as a national effort, and locally, the program began in 1981 with seven Foster Grandparents. Today in ten counties, ninety-five Foster Grandparents, age fifty-five and older, work at forty-two different sites with two to four children each. The Foster Grandparents work with children who have special needs such as physical, mental, or emotional disabilities as well as with those who are in the juvenile justice system. The children as well as the Foster Grandparents benefit from the 20 hours per week of individual attention and assistance.

Community Action of Southern Kentucky, Inc. continues to involve faith-based organizations and groups in the activities of the Agency. In Butler County, local churches collect personal hygiene and household cleaning items for low-income families, and Gasper River Association partners with the Agency to distribute USDA commodities. Several churches, in five counties, have partnered with the Agency's Supervised Visitation Program to provide space for supervised visits allowing family members whose children are in out-of-home placement a location for family visits. In Logan County, one church has committed ten percent of their offerings to the support the Senior Center Program and in many counties, local churches supervise Summer Food Service Program sites.

An advantage of being located close to the University is student involvement. Many students throughout their coursework need to fulfill volunteer hours, internships, or practicum. Fortunately, Community Action of Southern Kentucky has licensed staff in a variety of disciplines that are willing to supervise these volunteers and interns in their departments.

Local businesses continue to support the mission of the Agency through donations to the CSBG Garden Program, Low Income Home Energy Assistance Program, and others. In 2008, Huish Detergents initiated collaboration with the Agency to provide clothing detergent, dishwashing detergent, and fabric softener to Agency consumers.

A Local Information and Volunteer Exchange (ALIVE) Center, and Volunteers-In-Action (VIA) remain active within our community. Agency representatives participate as community partners with both of these groups.

Needs

Communities would benefit from increased recruiting of lower-income households for volunteer services. Outreach activities for volunteer recruitment need to be tailored to the specific needs of lower-income households. Utilizing this population in mainstream activities is a compelling means of combating some attitudes that can contribute to chronic, intergenerational poverty and to negative perceptions of lower-income households.

Continued education to local businesses and agencies about the mission of Community Action of Southern Kentucky, Inc. will benefit the community. As more local businesses and agencies are educated about the importance of stronger families and communities, more collaborations between these groups and the Agency will ensue.

- (8) To remove obstacles and solve problems by establishing comprehensive, long term programs of family development which will help achieve goals, solve problems, and maintain self-sufficiency**

Strengths

Community Action of Southern Kentucky, Inc. and other community partners provide case management, advocacy, and referrals to promote financial self-sufficiency within low-income households. Family Preservation and Reunification Programs, Kentucky Housing Corporation's Family Self Sufficiency Program, and Supportive Housing Program are just a few of the many community programs available to low-income households.

The Family Preservation Program provides in-home specialists who are trained to work with families in crisis whose children are at imminent or serious risk of removal. The Family Reunification Program provides in-home specialists who are trained to work intensively with family members whose children, at time of referral, are in out-of-home care in order to prepare them for reunification. Children who have been in out-of-home care longer than seven days but less than 15 days of the last 22 months are eligible for services. Both used the Homebuilders Model to identify family strengths as well as areas of concern and work with family members to increase their ability to function as a unit. Additionally, both strive to provide emotional support, concrete services, teach methods/techniques for dealing with identified problems and empower parents to successfully confront those problems that have disrupted the family in the past by building upon identified strengths. The Family Preservation Program provides TANF eligible services as well; meaning they provide the same above mentioned programs to families that are income eligible under 200% of the federal poverty guidelines.

The Agency offers Family Nurturing & Access to Visitation Services in all ten counties of the Barren River Region. The program offers four primary services: Mediation, Supervised Visitation, Therapeutic Monitoring, and Neutral Drop-Off/Pick-Up. Family Nurturing and Access to Visitation Services are currently available via referral by the families themselves or community partners. The purpose of the Access and Visitation Grant funded by the Cabinet for Health and Family Services is to support and facilitate non-residential parent's access to and visitation of their children, by means of activities including mediation, counseling, education, development of parenting plans, visitation enforcement and development of guidelines for visitation and alternative custody arrangements. When parents are separated, often it is the children who suffer not only from the disruption of the family, but also from the loss of routine and regular contact with a parent. As long as the safety of the child is given paramount importance, our staff works to maintain and strengthen family ties. The goals and objectives of the Access and Visitation Grant are in keeping with the agency's mission to strengthen family ties. During the 2009-2010 fiscal year there have been fifty-one (51) referrals to the Access and Visitation program. Of those fifty-one referrals, cases were opened on thirty-seven. Of the cases opened: one (1) was an assessment only, twenty-four (24) were supervised visitation, eight (8) were therapeutic monitoring and twelve (12) were mediation. Some of the cases through the Access to Visitation Program receive multiple services - for example: mediation that leads to supervised visitation and/or therapeutic monitoring.

The Supportive Housing Program (SHP) is designed to promote, as a part of a local Continuum of Care strategy, the development of supportive housing and supportive services to assist homeless persons in the transition from homelessness and to enable them to live as independently as possible. The goals of the program are to help homeless individuals and families to achieve residential stability, to increase their skill levels and/or incomes, and to obtain greater self-determination. The program places less emphasis on emergency shelter and crisis services, and a greater emphasis on projects that serve homeless individuals who are already removed from the crisis situation. During the last program year, 53% of households who completed SHP remained in permanent housing after six months. Of the households who exited SHP, 72% attended budget counseling or workshop, and 81% completed 30% of their goals on their service plan.

The Kentucky Housing Corporation's Family Self Sufficiency Program consists of families who enter into a five-year contract of participation that requires them to seek and maintain employment, to attend comprehensive homeownership counseling program, and to remain welfare-free for one year prior to expiration of contract. Through Community Services, case managers provide expertise that helps the

participant establish short and long term goals as well as connect the participants to services and programs designed to help the participants.

The Supervised Visitation Program provides Family Service Associates who are trained to work with family members whose children are in out-of-home placements. Family Service Associates provide supervised visitation in the family's home or at neutral locations as deemed appropriate by the Department for Community Based Services, Division of Protection and Permanency. The Program has three primary functions: to keep the family safe and help prepare the family for permanency planning, to support the creation of an environment suitable to reunify children in placement with their family, and to improve family functioning so the behavior that led to the children being removed will be reduced.

The Family Team Meeting Facilitation Program provides Family Team Meeting Facilitators who are trained to work with family members whose children are at risk of abuse or neglect. The Facilitators provide family team meetings in the family's home or at another location within the family's local community. The Program has three primary functions: to keep the family safe by helping to empower the family to take ownership of their action plan so as to achieve greater self-sufficiency, to support the creation of an environment that will provide increased safety and stability for families, and to improve family functioning so the behavior that led to the children being at-risk will be reduced.

Several years ago, County Coordinators created a case management program, Opportunities which was a collaboration of ideas from other community action agencies as well as thoughts from the Agency Staff. The primary responsibility of the County Coordinator is to provide encouragement, guidance, referrals, training in basic living skills, and accountability to participants interested in making positive changes in their lives by expanding and maximizing their resources and opportunities. This is done through a three phase program beginning with frequent contact to stabilize and assist the participant. Over time, the participant gains independence and self motivation and contact becomes more supportive than intensive.

Community Services training strategies emphasize learning about other programs and opportunities for the improvement of daily living conditions of lower-income households. Community Services staff at all levels continuously share program information within the agency and with other community partners. Community Services staff assume an active role in local interagency networking for the benefit of lower-income households.

GO bg transit is a collaborative service between Community Action of Southern Kentucky, Inc. and the City of Bowling Green. GO bg transit operates multiple transit services within designated areas of Bowling Green. Five routes run Monday through Friday between 7 a.m. and 6 p.m. with fixed stops repeating hourly. Go to Work operates Monday through Friday between 5 a.m. and 7 a.m. Go Shopping shuttles are available on the first Saturday of each month from various locations to shopping areas. Additionally, lift equipped vehicles are available for persons with disabling conditions. On Earth On Earth Day 2009, Go bg transit offered free bus rides all day to local citizens for a total of 545, which was the second highest daily ridership to date. The highest daily ridership was on Election Day 2008, when BO bg transit encouraged people to vote by offering free rides, and provided 559 free passenger trips.

Community Action of Southern Kentucky Community Services also partnered with Head Start and the Summer Food Service Program to bring awareness to the "Too Good for Drugs" Program operated by

Head Start Centers to reduce risk factors of substance abuse and negative behavior while teaching positive decision making skills. This program works with the family holistically to build positive self esteem in children through an educational emphasis on substance abuse prevention through building self-efficacy. Head Start Center staff worked with children and families on identifying risk factors for addictive behaviors and building skills to overcome these risk factors. The program used the “Too Good for Drugs” curriculum which is a school based prevention program designed to reduce risk factors and enhance protective factors related to alcohol, tobacco and other drug use among students. The curriculum focuses on goal setting, decision making, bonding with pro-social others, identifying and managing emotions and communicating effectively. “Too Good for Drugs” has been designated a Model Program by the Substance Abuse and Mental Health Services Administration (SAMHSA). In addition to “Too Good for Drugs” the program uses “Second Step” curriculum as a supplement. The curriculum is used for preschool and elementary children to promote social and emotional competence while reducing aggressive and other negative behaviors. Parent meetings/trainings were also incorporated as an essential part of the program. During FY 2009, the “Too Good for Drugs” Program serviced one hundred and five Head Start and school age children, one hundred and ten children ages six to eighteen year olds from the Summer Food Service Program, and one hundred and five parents or grandparents.

Needs

Expansion of programs regarding family development and self-sufficiency is a great need within the community. Family Preservation, Family Nurturing, and Too Good for Drugs are examples of programs designed to strengthen the family unit, encourage positive decision making and reduce high risk behavior. These programs empower parents and children with to take ownership of their actions and provide them with tools needed to achieve self-sufficiency.

The need of self-sufficiency programs within the community is greater than can be supplied by service providers due to a decrease in or lack of funding for these types of programs. Additionally, service providers must continue to increase coordination efforts within agencies and with other service providers in attempts to maximize resources and services available to clients.

Even though the Agency has made strides in increasing intra agency collaboration, intra agency case management could be facilitated and encouraged to minimize fragmentation of service delivery. The creation of a clearinghouse for client data could maximize effective use of a variety of programs.

- (9) To provide on an emergency basis for the provision of goods or services, health care, and related services, as may be needed to assure good health care**

Strengths

Community Action of Southern Kentucky, Inc. assists numerous senior citizens with enrolling in the Medicare Part D Program. Through direct services provided by Senior Services at the local Senior Centers, low-income people with Medicare reduced their prescription drug costs by receiving benefits from the Medicare Prescription Drug, Improvement, and Modernization Act of 2003. Other Agency programs provided outreach and referrals to the Senior Centers for this service. Additionally, through the Senior Centers, senior citizens can benefit from health care services such as speakers, exercise, and screenings. Senior citizens can also benefit from transportation to medical appointments. The Senior Center Program Director has been trained to teach Tai Chi which is a good exercise for Arthritis and

recently, the Director, most Senior Center Managers, and one Volunteer were trained to teach the Arthritis Foundation Exercises as well.

Since August 2008 the Allen County RSVP and CSBG coordinators have been responsible for ordering and distributing the Angel Food packages. The RSVP and CSBG programs partnered with Restoration Unlimited to continue the service. The service is currently provided through the assistance of 6 RSVP volunteers who are age 55 and older. Approximately 30% of the 719 low cost food orders provided from 9/08 – 6/09 were purchased by senior adults over the age of 60. Each food order purchased provides \$60.00 worth of groceries for the cost of \$30.00.

The Agency assists low-income households through the Kentucky Vision Program as well as through local vision and dental programs for the working poor. Through collaborations with local dentists and optometrists, low-income individuals can receive services related to their emergency dental and optical needs at a lower cost to them.

Promoting oral health is an integral part of the overall well-being of our children, and necessary for their healthy development. Head Start supports children in the program in obtaining a dental home, an annual dental examination and follow-up treatment when needed. During the 2008-2009 Program year, 717 of the 754 children who attended the Head Start program at any time during the program year received a dental exam. 101 of the 105 children identified as needing treatment, received treatment prior to the end of the program year.

The Barren River Health Department provides preventive care services and environmental health services. Additionally, they provide the HANDS program, a voluntary home visitation program to first time parents at no cost. Participation in this program can start at any time during pregnancy and until the baby reaches three months of age and last until the child turns two years old. The program focuses on health, nutrition, safety, stimulation and development, and connecting parents to community resources. Some of the program goals are independence and self-sufficiency and ensuring all children are cared for in a loving, nurturing, stimulating environment. The Barren River Health Department operates the HANDS program in eight of the ten counties served by the Agency, however; the program is available in all 120 counties in Kentucky. Western Kentucky University's Health Services provides numerous services to students, faculty, and staff including urgent care, annual examinations, internal medicine, and laboratory testing.

Primary Care Centers provide equal access to medical and dental services to Medicaid and uninsured clients, including laboratory services and case management. Additionally, the Centers participate in pharmaceutical assistance programs. In the city of Bowling Green, the Fairview Health Clinic provides medical services including prescriptions to the working poor and low income on a sliding scale. Due to these services, individuals have received care at this facility instead of the local emergency rooms. Within the Fairview Health Clinic, Bosnian and Hispanic translators are available. In 2008, The Fairview Health Clinic opened a new office in Butler County to help reach more clients in need.

In the Barren River Area Development District, eight hospitals offer services including surgical services and emergency services. Additionally, health clinics are available in local communities to address health concerns and needs. Community free health clinics that offer free medical and dental services to

working individuals without health insurance coverage or Medicaid are available in Warren, Metcalfe, and Barren counties.

Kentucky Homeplace, which was established in 1994 by the Kentucky General Assembly, was originally developed by the UK Center of Excellence in Rural Health as a demonstration project and was funded by the Kentucky Cabinet for Human Resources lost their funding in 2008; however they were able to reopen in 2009. Kentucky Homeplace employed people from the local community as Family Health Care Advisors (FHCA's). The FHCA's were trained to provide a variety of health and social services to people living in their communities including but not limited to providing health information; notifying participants of services available in the community, state, or nation; referring to agencies or providers; making appointments for participants; speaking to agencies or providers on behalf of participants; and helping arrange transportation, where available. Kentucky Homeplace provided services in all ten counties served by the Agency, and in Butler and Allen counties, FHCA's utilized space in the local Community Services office.

Numerous mental health agencies address mental health, developmental disabilities, and substance abuse. LifeSkills, Inc., the local community mental health center, Hope Harbor, the local rape crisis center, and Barren River Area Safe Space, the local domestic violence shelter, offer free or reduced mental health services to the community. In addition, WKU offers free mental health counseling to its students.

As a result of the American Reinvestment and Recovery Act funds made available to our Agency, we developed a program to assist with some health and dental cost for those seeking employment. Our Community Needs Assessment identified Health as a growing need in our service area. Often the clients we serve have no health or dental insurance and insufficient funds to cover any extenuating costs. This program will work with local health and dental providers and clients to alleviate some health and dental costs eliminating another barrier to employment addressing several specific needs including, health, income management, linkages, and self sufficiency but also indirectly employment.

Needs

According to United Health Foundation, Kentucky has the following statistics for 2009:

- 25.2% of Kentuckians smoke;
- 14.8% of Kentuckians are without health insurance;
- Approximately 1% of deaths are related to heart disease; and
- Less than 1% of deaths are related to cancer.

Many households lack health care coverage, and the high cost of medical treatment may deter many from routine screenings or visiting the doctor before an illness becomes overwhelming. For example, low-income individuals work as temporary or part-time employees, and therefore, they receive no health care benefits within their employment. Due to rising costs of health insurance and mass layoffs by industries over the last twelve to eighteen months many more people are having difficulty keeping health insurance for themselves and their children.

Broader access to services is needed for low-income individuals. Employment, transportation, childcare, and health care cost could all detour someone from seeking routine and preventative

screenings. Traditional hours of operation may not meet the needs of many who face these types of barriers on a daily basis.

(10) To eliminate causes of poverty and to include youth and senior programs

Kentucky is not utilizing Category 10 of the NASCSP Service Categories.

(iii) Describe the coordination and established linkages between governmental and other social programs to assure the effective delivery of such services to low-income individuals;

Community Action of Southern Kentucky, Inc. seeks to address poverty through linkages between governmental and other service programs as well as through agency services. Volunteer recruitment, fundraising, participation and leadership in inter-agency groups, and presentations to the community-at-large; impact the coordinated effort of service providers within the community. Additionally, Community Action of Southern Kentucky, Inc. reaches the public through media releases to local newspapers, radio stations, and television stations.

Community Action of Southern Kentucky, Inc. participates in and with boards and committees, such as, Family Resource and Youth Service Centers, literacy councils, and Continuum of Care that address low-income interests. The Head Start Policy Council meets monthly to discuss funding, policies, procedures, and issues specific to the children we serve and our Foster Grandparents have a monthly In-Service to receive training and learn of services available to them within the Agency and in the community. Specifically, the County Coordinator in Metcalfe County is the Secretary for the local Salvation Army, and the County Coordinator in Hart County is the Secretary for the local Repair Affair Committee. The County Coordinators and Director of Community Services carry out the linkages and coordination efforts; yet, numerous staff throughout the agency participate with linkage and coordination efforts.

Community Action of Southern Kentucky, Inc. coordinates the Low-Income Home Energy Assistance Program (LIHEAP). Through this program low-income households are assisted with heating costs. Through the coordinated efforts of service providers such as Department for Community Based Services, Family Resource and Youth Service Centers, and United Way of Southern Kentucky agencies, LIHEAP continues to provide needed services to low-income households.

Community Action of Southern Kentucky, Inc. is actively involved in the coordination of the Emergency Food and Shelter Program (EFSP) Board of Directors. The Emergency Food and Shelter Program provides assistance to low-income households with emergency rent, utility, or food needs. In 2009, Community Action of Southern Kentucky, Inc. was the local convener of the board for the fourteen agencies that applied for funding.

The active involvement of government officials on Community Action of Southern Kentucky, Inc.'s Administering Board of Directors assures the awareness and involvement of local government in effective service delivery to low-income households.

(iv) Describe how the agency will encourage the use of entities in the private sector of the community in efforts to ameliorate poverty in the community;

Community Action of Southern Kentucky, Inc. is committed to the collaborative efforts with the private sector in efforts to ameliorate poverty in the community. Currently, the Community Services Program benefits from in-kind contributions of goods and services from private entities in local communities. For example, in Allen County, Kids Wearhouse, a clothing distribution center, exists due to donations from community members, and in Logan County, the *People Need People* column within the local newspaper allows local citizens to donate specific items to meet specific needs of low-income households. Likewise, the Bowling Green Daily News in collaboration with United Way of South Central Kentucky includes a weekly listing of needs for individual families, *Friend In Need*, reported by the agencies, and the newspaper reports the positive responses to reinforce public contributions.

For some time, Kentucky Utilities has been involved in *Project Winter Care*, and Warren Rural Electric Cooperative Corporation (WRECC) involved local customers in a program titled *Operation Warm Hearts*, which assisted low-income families with heating costs. WRECC customers donated approximately \$6,738 to this program which provides assistance to households which are at or below 130% of the Federal Poverty Income Guidelines. In addition, WRECC provides energy evaluation self audit packets to the homeowners. Once the self-audit is completed and mailed in, WRECC compiles a written report for the homeowner. The report will recommend improvements to make the home more efficient. There is no cost for this service and is available through all WRECC offices.

In 2008, Community Action of Southern Kentucky collaborated with Farmers Rural Electric Cooperative to offer *Operation Warm Hearts* to customers serviced by them. In FY 09, \$3,252 was donated. Additionally, the Bowling Green Enterprise Community donated \$18,000 Community Action of Southern Kentucky to offer a heating assistance program to households that reside in the Bowling Green Enterprise Community who fall between 130% and 150% of the federal poverty level. As of March 31, 2010, 19 households had received assistance from these funds, utilizing \$4,750.

County Coordinators maintain communication with the Department for Employment Services, local employment agencies, and local employers in regards to employment opportunities. Through Chamber of Commerce membership, the Agency has opportunities to communicate with local employers and business professionals while investing in the future of business in the specific community. The CEO/Executive Director serves on the Workforce Investment Board of Directors, while the Associate Director serves on the Chamber Workforce Development Committee.

Numerous private groups such as the Boys Scouts of America and National Association of Letter Carriers organize food drives and disperse the collected food to agencies for low-income households. Faith-based organizations within the local communities such as ministerial associations, local churches, and the Good Samaritan are an excellent resource for many clients. The Agency continues to work closely with organizations, specifically churches, which are recipients of Second Harvest food to ensure non-duplication of services and linkages for low-income participants. In Logan County, First Baptist Church sends \$25.00 per month to assist with *People Need People*, Calvary Baptist Church in Bowling Green provides meals to those in need, and Pamida, a local grocery store donated \$750 in Hart County to be used as needed for the food pantry. Additionally, a family member was so grateful to Community Action for helping a loved one that they donated \$500 in Hart County help others in need.

United Way of Southern Kentucky recognized a need for additional food donations in the communities they serve. In response to that need, a two-day "Feed the Need" food drive was organized in Allen, Barren, Logan, Simpson, and Warren counties at local grocery stores, as well as, other locations serving as drop off points for the public. Community Action was a recipient of food donations in all five counties.

The CEO/Executive Director is very involved with the Noon Rotary Club in Warren County. Through her interaction, many business owners and local political figures receive education about poverty and seek to ameliorate poverty in this community.

In early FY 2009 Community Action of Southern Kentucky began a partnership with The Laura Goad Turner Charitable Foundation which resulted in the donation of the J.L. Turner & Son Warehouse property, on Old East Main Street, where the Dollar General Corporation legacy began. In addition to the property donation, the Foundation committed \$1,750,000 towards a new 13,600 square foot facility for Community Action services in Allen County. The new facility will house the Head Start/preschool Programs, Seniors Services, Community Services, Adult Education and Job Development; a one stop shop with wrap around services to help meet the needs of the individuals and families we serve. Furthermore, as a result of an evaluation performed in Allen County on the needs of children from birth to six years of age, the Foundation approved additional funding of a challenge grant up to \$250,000. These funds will match pledges/contributions towards Community Action's portion of the capital expenses above the \$1,750,000 and support the operation of a third pre-school classroom in the facility by providing \$50,000 annually for five years. The Agency has received numerous private donations and is working diligently toward reaching our goal but there is more to be done. Currently, \$86,423 has been raised, United Way contributed \$25,000, Farmer National Bank \$25,000, Dollar General Corporation \$20,000, Community Action of Southern Kentucky Annual Golf Tournament \$4,500, Modern Woodmen (Allen County) \$2,500, and several individuals have been helping us reach this goal.

Groups such as Veterans of Foreign Wars and American Legion as well as private individuals routinely make financial contributions to Community Services Program initiatives and other Community Action of Southern Kentucky programs.

Huish Detergents, a local business, continues to collaborate with the Agency to provide clothing detergent, dish washing detergent, and fabric softener to Agency consumers. Huish Detergents graciously donated over \$15,000 in products to low-income households in the Barren River Area in 2008. The teamwork and enthusiasm displayed by both groups is amazing. Currently, we are organizing our next collaboration.

A Repair Affair was conducted in Hart County during 2009 to assist local households with minor repairs to their homes. This event was possible because of a grant through the Kentucky Housing Corporation as well as donations from local businesses. Several applications were processed and eleven of those households actually received repairs to their homes. The local Community Services Office served as the point of contact for applications, and the County Coordinator served as the secretary for the board and on the decision-making committee which made decisions regarding who was eligible for repairs and who would receive the assistance, as well as, actually working on repairs for one particular home. The homes which needed wheel chair ramps received priority during the process.

(v) The development, promotion, and ways to encourage economic development activities, which result in assisting low-income persons to become economically productive members of their community;

Community Action of Southern Kentucky, Inc.'s mission to create opportunities for individuals and families to become self-reliant supports the concept of economic development on an individual basis as well as a community basis. Historically, affordable childcare services and public transportation have been reoccurring challenges for low-income households. Currently, Community Action of Southern Kentucky's Children's Services and Transportation Services continue to lead the efforts of the agency to meet these needs.

Participation in local Chambers of Commerce and Chamber of Commerce Leadership Development Programs allow staff to influence the participation of the poverty community in broad economic development movements. Community Services staff advocate for the application of community development initiatives to the needs of low-income households. Additionally, Agency Staff actively participate with Southern Kentucky Society for Human Resources Management, the Workforce Development Committee and Government Relations committees of Bowling Green's Chamber of Commerce, and Kentucky Public Human Resources Association.

The Agency promotes and encourages low-income families in becoming economically productive by empowering clients and helping clients discover their marketable skills. Clients are referred to occupational training programs and Workforce Investment Act training courses, and clients are engaged in commodity generating programs such as the garden program and craft projects.

In Warren County, Agency Staff actively participate in a Program Coordinating Committee at the Housing Authority to address local needs including transportation, equal opportunity, education, childcare, youth development, employment, and housing.

(vi) Provision of education, counseling and technical assistance on compliance with equal opportunity legislation for individuals and community organizations, both public and private.

The agency complies with all provisions of Equal Opportunity Legislation. The Human Resources Assistant serves as the Equal Opportunity Officer and provides training, counseling, and technical assistance to individuals and to public and private organizations.

Agency staff works with the Equal Opportunity Officer or the local Human Rights Commission to address client requests for assistance in this area. Kentucky Legal Aid serves as a community resource in equal opportunity issues. The Agency continues its on-going efforts to extend all community services to minorities and challenged individuals. Currently, the Agency has on staff, individuals that speak Spanish, Bosnian, and German.

The Migrant Head Start Program focuses on services for twenty children up to five years old and their families. Services include nutrition education, health services, and disability services as well as prenatal and social services. Children will receive educational services which will help prepare them for

kindergarten while the families will receive services designed to ensure they have the basic necessities. All Migrant staff are bi-lingual and class instruction is conducted in Spanish. Community Action has seen a significant increase in the number of children for whom English is not their primary language. Sixty-four families spoke a language other than English as the primary language in the home and there is some difficulty in meeting the needs of the families because of the lack of resources within the service area. The majority of these families speak Spanish; The Agency hired a Translator/Transition Coordinator for 40 weeks for 40 hours per week to assist primarily Latino children with transition in and out of Head Start.

Within Children's Services, bi-lingual members of staff translate all our Head Start forms to Spanish so the Hispanic families can have access to information in their primary language. Additionally, an Agency employee translates information provided by speakers and staff at monthly Head Start Parent Meetings. The Agency has also attempted to provide Public Transit information to the Bosnian and Hispanic populations in their primary languages and in Braille for the visually impaired.

- d. **Prioritize services funded by CSBG, based on the needs assessment process and available resources. Describe in detail the activities to be performed in each, from the point of intake to termination of services, when the service is client-oriented. Utilize Kentucky's most recent publication of Lexicon, and the Lexicon for CSBG Funded Programs and a Classification of CSBG Services.**

Priority #1: EMPLOYMENT

Employment training activities help low-income households obtain the training necessary for employment in the competitive job market. Applicants seeking services are screened upon intake to determine how the agency can enhance individuals' employability. Assistance to low-income households is offered in employment training, resume/application preparation, job search, and interviewing on an individual or group basis, as needs arise. When the lack of job training is seen as a major obstacle to the alleviation of the poverty, referrals are made to the appropriate training entities.

Adult Education and Job Development is a special project of the Agency designed to build upon the other services offered by the Agency. The instructional and supportive services help individuals acquire the skills necessary to become economically self-reliant and thus enhance the family situation. An Education and Training Specialist has been hired with American Reinvestment and Recovery funding for our Allen County facility to focus on increasing and improving education and computer skills of Agency participants. While working with individuals to meet their employment related goals, the Education and Training Specialist as well as other staff will make referrals to the Department of Employment Services and other private sector employers.

Community Services Staff inform program applicants about Division of Family Support job training opportunities and make pertinent referrals. The Work Experience Program (WEP) as well as Bowling Green Technical College's Work and Learn Program and Ready to Work Program will make placements in eligible Community Services and other Community Action Agency sites.

The Agency continues as a sponsor/host for training programs such as Experience Works presuming continuance of funding. These enrollees receive direct training in working with the public, receptionist/clerical duties, task management, record keeping, and public relations. The enrollees are provided on the job training in several Community Action of Southern Kentucky, Inc.'s programs including Community Services, Head Start Centers, Childcare Centers, and Senior Centers. In Warren County, the Agency also provides a work training program for high school students with special needs in food services, senior meal programs and in our custodial and maintenance department. In addition, the Agency's Human Resources Assistant provides them with training on employment skills.

The Agency's CEO/Executive Director serves on the Barren River Area Workforce Investment Board of Directors, Barren River Area Development District Board of Directors, and the Metropolitan Planning Organization. The Associate Director is an active member on the Bowling Green Chamber's Workforce Development committee and co-chair of the Business Education Partnership sub-committee.

A representative of the office for Vocational Rehabilitation operates from the Butler County Community Services Office one day a week. This proximity affords a ready working relationship among these programs – an arrangement most conducive to comprehensive service to the needs of program participants.

Community Services Staff seek qualified applicants within the participants of Agency programs for jobs created by program activities, such as Summer Food Service Program, Low-Income Home Energy Assistance Program, and Children's Services.

As the Agency continues to utilize K-Tap volunteers in many offices, we are partnering with the Housing Authority of Bowling Green's Reach Higher Program to provide job skills training to participants. The Reach Higher Program provides welfare recipients six months of job skills training and weekly life skills classes to prepare them for employment. As a partnering site the Agency provides the participant with hands on work experience, at 32 hours a week, for a six month period. Each Friday the participant attends the life skills class hosted by the Housing Authority.

Follow-up and support services will vary according to individuals needs but will include contacts with prospective employers, application/resume assistance, notification of job leads, one-on-one counseling assistance with child care/transportation arrangements, etc. The Supportive Housing Program offers such services directly to support participation in employment opportunities.

This year, as a result of the American Reinvestment and Recovery Act funds (ARRA), Community Action of Southern Kentucky implemented programs in direct relation to employment. Some ARRA funds were used for the creation of four full time Job Development Specialist positions to cover the ten county area of the Barren River Area Development District (BRADD). Each Job Development Specialist has a central location for their base of operations to plan, research, develop work sessions, and keep records. Each of the Job Development Specialists has specific counties for their outreach activities. The Specialists have been responsible for developing, designing and facilitating work sessions for the unemployed and underemployed population that they serve throughout our Agency. These one-on-one work sessions focus on employment enhancement education to help this population be better prepared to obtain, maintain and / or upgrade employment. Many of this population have limited education and few skills in seeking employment. Group classes to develop self confidence, filling out

job applications, how to handle interviews, resume building, dressing for the interview and discovering the skills they possess will be useful in their employment search. These work sessions include simulations so each participant will have a chance to experience the roles they will be playing in real life employment seeking situations. Additionally, the Job Development Specialists work with clients to identify and address each participant's strengths and areas of growth. They work closely together to identify barriers to employment, and encourage the changes necessary to make employment a reality. The efforts of the Specialists are collaborative in nature as they work with Agency Staff, community partners, local employers and employment agencies to identify opportunities within each community to ensure success in gaining meaningful employment. Specialist also provide referrals to address any needs identified that may be outside the employment arena, so that any and all employment barriers can be leveled. The Employment Enhancement Program meets a variety of needs identified through the Community Needs Assessment. Most notably it addresses employment, education, linkages, and self sufficiency but also due to the availability of emergency services and client assistance it identifies with income management, and housing stability as well.

The Job Development and Training Program created eleven new positions within Community Services. This program allowed us to hire office associates for each of our Community Services Offices. This program focused on providing employment and training opportunities for our target population but also stretch across all of the priorities (Employment, Housing, Education, Emergency Services, Health, Income Management, Nutrition, Linkages, and Self Sufficiency) identified in the Community Needs Assessment submitted with 2010 plan and budget. The Job Development and Training Program is approximately ten months in length in which office associates provide program and clerical support to the County Coordinators and the Supportive Housing Case Manager. These employees are learning about the Agency's mission and services offered to alleviate conditions of poverty, office etiquette, office skills, community partners, providing direct client assistance, referrals, follow-up consultation and related services. These Associates receive training regarding program eligibility criteria and guidelines, confidentiality, reporting and service delivery. These new staff allow for more efficient and effective service to families through Community Services due to their ability to provide direct client assistance as part of their training program. Agency staff work as a mentor with these Office Associates providing guidance, instruction, and supervision but also as case managers to develop job skills, provide budget counseling, and to work with each associate with their individual areas of growth. Skills learned throughout the training program can be used to apply for other employment either within or outside of the Agency after the completion of the training program. As September 30 draws near, individuals in this training program will have gained or increased their employable skills and will be better prepared to find employment. Without the benefit of Recovery Act funds this program is still sustainable however it will have to be converted to an unpaid training program. Community Services often utilizes volunteers in our offices and we will be able to use this curriculum and case management system as a foundation for helping volunteers gain employable skills and confidence for seeking employment elsewhere.

Priority #2: HOUSING

The housing needs of low-income households are established as presenting problems during the intake interview. Emphasis is placed directly upon the housing needs of the homeless, the elderly poor, disabled family members, and families with children. County Coordinators counsel housing program participants about landlord/tenant relations, clarify the terms of contracts, and provide forms for the development of housing contracts.

Housing and Urban Development (HUD) through KHC funds the Supportive Housing Program (SHP) for our ten-county service district. The program establishes a district-wide partnership among four homeless shelters and Community Action of Southern Kentucky, Inc. Community Action of Southern Kentucky, Inc. is the lead agency for the partnership, serving as administrative channel for funds supporting emergency shelter services and resettlement services for homeless families in ten counties. The grant was renewed for an additional year through 2010. SHP provides a percentage of the initial rental and utility deposits and/or a percentage of first month's rent and utility payments in order to establish housing stability among homeless families.

All Community Services Staff as well as the Barren River Stabilization Services partners utilize Kentucky's Homeless Management Information System (HMIS). Kentucky HMIS is an information system for agencies, in Kentucky, which provide housing and services to homeless people. With the Kentucky HMIS software, providers can capture client level information, over time, allowing the provider staff to give more effective service and speed the referral process. It allows agencies to share information for faster intake and processing. Agencies can coordinate services to best assist their clients. Within an agency, it can be used to share client's needs and track the services provided.

Community Services Staff serve on a Regional Planning Board for the statewide Homeless Continuum of Care (COC) planning process. This board is responsible for developing local homeless priorities, contributing to the Consolidated Plan for the Kentucky COC, and selecting proposals for funding under the SHP. The regional COC has been established to investigate and/or to generate on-going support of homeless prevention benefits. Referral activities focus chiefly upon home loan assistance, subsidized housing, mortgage assistance, and other housing programs.

The Community Services Offices in all counties receive a listing of available affordable rental property from KHC on a monthly basis. In conjunction with this list, contacts with local officials and utilities are used to locate vacant rental housing. Supportive and follow-up services are typically required for each participant in this service area due to the unavailability of affordable housing. Activities may include advocacy, utility connection assistance, direct contacts with landlords and program officials, location of moving assistance, and application assistance.

Each county office provides referrals for the HUD Section 8 Rental Assistance Program, which is administered through KHC and/or the City of Bowling Green. These programs focus directly on the housing needs of the homeless, the elderly poor, handicapped family members, and families with children. County Coordinators assist in establishing waiting lists for Section 8 by advising applicants on eligibility, required documentation for the application, and establishing Federal preference for the program. Landlords are informed of procedures for placing property on the program. Program participants are also advised of available KHC programs for financing security deposits, down payments, and closing costs, as well as home ownership and special needs programs.

The Agency maintains a Relocation Agreement with the City of Bowling Green's Community Development Block Grant Office that commits agency-administered resources to families displaced by enforcement of the City's housing ordinances.

The Emergency Food and Shelter Program can provide assistance with one month past due rent and utility service to families in need in order to maintain their present housing situation. The program is currently managed by Agency Staff in all ten counties. To be eligible, families and individuals must have experienced an economic disaster.

The Community Services Staff in each county conduct the outreach, referral, eligibility determination, and application activities for the Agency's Home Weatherization Program. The emphasis will remain on assisting the elderly and handicapped in the service area; additionally, families with children identified as high risk also received priority for immediate services. If during the intake interview the need for weatherization is determined, steps are taken to enroll program participants in the agency-operated program. Referrals are made when services outside the realm of the Agency are required. The Community Services Staff complete several steps necessary for weatherization services to be rendered. In each weatherization request, home ownership and income is verified, and applications are reviewed. After twelve months, applicants may be re-certified to maintain eligibility. In general, the local Community Services Staff may offer recruitment and application assistance to other home energy conservation projects, such as the Community Action Kentucky Rehabilitation Assistance and the Repair Affair.

Priority #3: EDUCATION

Education activities are supportive services designed to assist low-income households in gaining access to and enrolling in GED, adult literacy programs, Adult Basic Education (ABE), vocational training, and other educational training programs. Upon intake, program applicants are screened in regard to educational background. When appropriate, a detailed educational needs assessment is performed, educational goals are included in the services plan, and referrals are made to the appropriate adult education programs. Each Community Services Office has access to basic subject matter workbooks for use in assisting with remedial education. County Coordinators are equipped to conduct forms of on-site educational assessments and to provide remedial material. Individual Education Plan (IEP) may be provided as a component of service planning. Follow-up supportive services include the acquisition of textbooks and supplies, GED test scheduling, advocacy, and progress checks.

Staff coordinate with local boards of education to promote adult education classes and refer numerous clients to adult education classes. Community Services Staff will tutor and assist clients as appropriate. Staff will refer Head Start parents to local Adult Education Programs within their communities.

CSBG funds will support educational scholarships in each of Barren River Area counties for income-eligible high school graduates and/or adult students. The scholarship may be applied to post-secondary programs at a college or university, vocational or technical school, or a professional program. Last year, the Agency allocated \$20,000 for the CSBG Scholarships and awarded scholarships to eight graduating high school seniors and fourteen non-traditional students. This year, with the additional American Reinvestment and Recover Act funding, there will be approximately forty scholarships available and will be awarded in the amount of \$1,500.

Each year, Community Services Staff have the opportunity to design a county-specific project whose budget may total up to \$1,000 annually per county. The county-based initiatives are derived from the outcomes of the local Community Needs Assessment. This year Edmonson and Monroe counties

designated a portion of their County Based Initiative funds to pay GED testing fees for eligible participants. Also, money from the Recovery Act funds was set aside to pay GED fees. GED fees have increased in years past the current rate of \$50 per test. This is a barrier to many people we serve and a direct relation to employment.

Each program participant with apparent educational deficiencies in the Allen County Supportive Housing Program is referred to the Agency's Adult Education and Job Development Program as a recommendation in conjunction with benefit allocation. The County Coordinator is trained to provide case management to SHP enrollees to remove educational or employment barriers to self-sufficiency for homeless individuals.

In 2007, Community Action was approached by Wabuck Development to manage an on-site child care center in a housing complex for primarily single parent students. Through a grant with Kentucky Housing Corporation, the complex was built to include a Community Center and Child Care. Residents of the complex have first priority in the child care center; however, if the center is not at capacity, slots are open to the public. The location of the development is in the area formerly known as Bowling Green Enterprise Community. Historically, the Enterprise Community Zone consists of higher levels of poverty, unemployment, single parent families, predominately female head-of-household, crime related problems, lower educational levels and/or training skills, fewer transportation opportunities, a lack of decent, safe and affordable housing, youth development problems, and a fragmented system for the delivery of services. Scholar House, opened in 2008 to residents and the child care facility, Little Scholar's Child Care, opened in February of 2009. The development has 54 units and targets the single parent who is a full-time student. Residents of Scholar House who qualify for Head Start have on-site facilities, complete with wrap-around child care services.

Parents who attend school and working parents do not often have the luxury of having summers off, which means that they have the added burden of finding care for their children when Head Start is not in session. Community Action Children's Services currently provides full-day/full-year services to five classrooms of children in Warren County and one classroom of children in Metcalfe County so that parents can work and or attend school.

Priority #4: EMERGENCY SERVICES

The emergency needs of program applicants are established during the intake interview. Referrals are accepted from the area's churches, human service providers, local governments, and the public at large. In determining eligibility for emergency services, Community Services Staff consider the following factors in assessing the applicant's emergency situation:

- the extent to which applicant cannot control the circumstances;
- the one-time nature of the event; and
- the applicant's degree of vulnerability.

Community Action Staff meet with local officials, emergency service providers, and agency personnel to establish procedures for weather emergencies. Additionally, a list of program participants who are at high risk of needs during weather and other emergencies is available for telephone and face-to-face

safety checks. Communications, transportation, food, and shelter provisions are arranged for those in need.

Also, the Agency serves on the Warren County Citizens Corp, providing social services contact and transportation for the emergency response teams; and several agency Staff serve on Community Emergency Response Teams (CERT). CERT is a local grass roots training program which prepares local individuals to work gathering preliminary information for first responders. For example, local residents would respond to immediate needs of the neighborhood, locate other local residents, and evaluate damage to property.

Emergency food and clothing supplies are maintained by most agency offices. Community Action of Southern Kentucky Staff routinely solicits the donation of these types of items and issue donated foods to eligible program applicants. Staff members in many of our offices cooperate with the local Boy Scout "Scouting for Food Drive" and other organizations to stock on-site emergency food pantries. Program applicants in need of emergency food, shelter, or clothing are assisted in the following ways: pantry services, clothing banks, food/shelter vouchers, church food vouchers, and referrals to other local emergency service providers. Staff routinely advocate on behalf of program participants to obtain emergency transportation or transportation to essential services.

The Subsidy Component of the Low-Income Home Energy Assistance Program is an effort to prevent low-income households from experiencing a heating fuel crisis later during the colder season. The Crisis Component of the Low-Income Home Energy Assistance Program is an effort to help low-income households experiencing a heating fuel crisis. Staff in all ten counties perform outreach and take applications to issue heating fuel benefits. Between November 1 and March 31, Community Action of Southern Kentucky serves as Department for Community Based Services designee in processing written Certificate of Need to assist households in maintaining utility service. For additional assistance with home energy costs *Operation Warm Hearts* serves six of the ten counties. *Operation Warm Hearts* is a program with Warren Rural Electric Cooperative Corporation (WRECC) designed to provide both income management assistance and emergency assistance to low-income households.

In 2008, two new partnerships were formed to help low-income families with heating assistance. Farmers Rural Electric Cooperative followed in the footsteps of WRECC and initiated the Operation Warm Hearts program in their service areas. Farmers Rural Electric serves four of the ten counties and provides both income management assistance and emergency assistance to low-income households. The Bowling Green Enterprise Community obligated \$18,000 to Community Action of Southern Kentucky to help low-income families who live in the Enterprise Community with their home heating cost. Each household is eligible for assistance up to \$250 and the program operates much like subsidy.

Agency Staff will access the Emergency Food and Shelter Program (EFSP) funding in all ten counties, providing short-term food needs and one month's past due shelter and energy costs to low-income households in need. These services are provided directly to the client or through referrals to other participating agencies.

Community Services Staff work very closely with local emergency shelters in Logan, Metcalfe, Monroe, and Warren counties to see that critical housing needs are met for spouse abuse survivors, home fire victims, and transients.

Priority #5: HEALTH

Health services are designed to assist program participants in receiving needed medical care or medical payment services. This is accomplished by referrals to health departments, vocational rehabilitation, physicians, Medicaid/Medicare, nursing homes, the Community Free Clinic, home health care, and other health services. Community Services Staff assess client needs for referral services regarding substance abuse, teen-age pregnancy, and suicide prevention. Program participants are assisted in making applications to the Kentucky Vision Project, National Eye Care Project, and the Kentucky Physicians Care Program. Follow-up and support services include advocacy, application/insurance assistance, transportation, and prescription assistance.

Many of our counties are plagued with extremely high rates of teen-age pregnancy. Sixty percent of the counties served by the Agency have teen pregnancy rates above that of the entire state. Adolescent pregnancy is recognized as a primary precursor of poverty status. In response to this apparent need, several counties have teamed with Cooperative Extension Service and Youth Service Centers in the local counties to develop a series of educational sessions for pregnant adolescents. Topics include but are not limited to pre-natal care, parenting skills, developmental activities, and infant nutrition. In Metcalfe County, community partners including but not limited to Adult Education, Metcalfe County Health Department, Metcalfe County schools, and Community Action of Southern Kentucky collaborated for the annual Baby Open House. During March 2009, a total of twenty three expectant mothers, received a variety of child focused information regarding nutrition, health needs, child development, education, child safety and care.

Community Services Staff have received training on accessing manufacturer programs that offer reduced cost prescription medications to eligible applicants. Recently several pharmacies including, Kroger, Wal-Mart, and Target, have implemented the availability of \$4 prescriptions. This opportunity has already saved consumers hundreds of dollars annually.

For the past two years as families and individuals struggle with unemployment and / or lose health coverage for children, Community Services staff will work with families to provide applications and information about Kentucky Children's Health Insurance Program (K-CHIP). Each office has applications available for individuals and families as well as resources to help families fill out the applications correctly. Also, posters advertising K-CHIP will be placed in all Head Start and Child Care centers to inform the public of the availability of the program.

The Agency's Foster Grandparent Program provides senior citizens 55 years or older the opportunity to work one on one with children who have special or exceptional needs. As a participant in the Program, grandparents receive an annual physical examination. These required examinations ensure the health of the grandparent is assessed annually.

Community Services Staff participate in the Senior Center Health information exhibits conducted annually for each county. Several County Coordinators utilize their county based initiative funds to meet to address needs of the local senior residents. Last year, the Metcalfe County coordinator used funds to educate Seniors about the importance of home health and correctly using carbon monoxide detectors and smoke detectors.

The Agency assists low-income individuals through the Kentucky Vision Program as well as through local vision and dental programs for the working poor. Through collaborations with local dentists and optometrists, low-income individuals can receive services related to their emergency dental and optical needs at a lower cost to them.

For the third year, the Partnership for Prescription Assistance “Help is Here Express” bus tour partnered with Community Action of Southern Kentucky to help uninsured and financially struggling individuals access information on programs and provide prescription medicines for free or nearly free. The bus tour is part of the Partnership for Prescription Assistance (PPA) – a nationwide effort sponsored by America’s pharmaceutical research companies – raising awareness of patient assistance programs and the need to effectively address the rising and alarming rates of chronic disease in the United States. Patients can also learn about new medicines in development to fight chronic diseases such as cancer, heart disease, diabetes, and asthma.

Kentucky Homeplace, which was established in 1994 by the Kentucky General Assembly, was originally developed by the UK Center of Excellence in Rural Health as a demonstration project, and was funded by the Kentucky Cabinet for Human Resources. Kentucky Homeplace employs people from the local community as Family Health Care Advisors (FHCA’s). The FHCA’s are trained to provide a variety of health and social services to people living in their communities including but not limited to providing health information; notifying participants of services available in the community, state, or nation; referring to agencies or providers; making appointments for participants; speaking to agencies or providers on behalf of participants; and helping arrange transportation, where available. Kentucky Homeplace provides services in all ten counties served by the Agency and a few FHCA workers utilize space in the local Community Services offices.

Eight out of the ten counties in the Barren River Area Development District are designated as Medically Underserved Areas (MUA) by the U. S. Public Health Service. Four of the ten counties are designated as Health Professional Shortage Areas (HPSA) in the area of primary care: Allen, Edmonson, Hart and Metcalfe. Access to care due to a lack of health care providers and / or the ability to pay for services is the primary reason cited by the individuals for not seeking health care. The Institute for Rural Health Development and Research at Western Kentucky University (WKU) attempted to address many of the health disparity and access issues faced by this population. Their Mobile Health and Wellness Unit focuses on student engagement and community service throughout the entire Barren River area. In collaboration with other community based organizations and private businesses, the Unit provides health screenings to the area’s population along with health education. To accomplish this, the Institute engaged numerous undergraduate and graduate students from WKU. In addition, dental care is provided as well as vision screenings and eye glasses. Social Work students also provide services. In the spring of 2008, a grant was awarded to Western Kentucky University by the Anthem Blue Cross and Blue Shield Foundation. This funding would be used to support a second mobile health unit to provide influenza and pneumonia immunizations for the senior population; lifestyle programs tied to diabetes management, heart disease prevention and maintenance and smoking cessation to those in our ten county Barren River area. When this second unit was unveiled in September of 2008, the Institute announced that the original Mobile Unit would continue to operate, and be dedicated to providing dental services to residents within the area.

As a result of the American Reinvestment and Recovery Act funds Community Action of Southern Kentucky was able to create a Health, Dental, and Vision Program to help individuals in our service area. While these funds are limited, the dollars available will be delivered through Community Services office and the employees from the Job Development and Training Program and enrollee in the Employment Enhancement Program will be eligible to services as poor health, dental, and vision can be great barriers to gaining employment. Often the clients we serve have no or limited insurance and insufficient funds to cover any extenuating costs. This program will work with local providers and clients to alleviate some health, dental, and vision costs eliminating another barrier to employment addressing several specific needs including, health, income management, linkages, and self sufficiency but also indirectly employment.

Priority #6: INCOME MANAGEMENT

Community Services Staff determine the need for income management services during intake interview. Private counseling on financial planning and consumer education takes place between Community Services Staff and low-income households as benefits are issued. Kentucky State University's Extension Program education material supplements counseling sessions. Referrals are made to the Kentucky Transitional Assistance Program (K-TAP).

In several counties, Community Services Staff have initiated budgeting classes in conjunction with Head Start Parenting classes. Parents have agreed to a follow-up appointment on a quarterly basis with staff regarding their success maintaining the budget. Additionally, several staff have worked with the local extension offices and apartment complexes offering budgeting classes for "stretching the food dollar." Also, the County Coordinator in Edmonson County is working with the local extension office to teach food stamp recipient's how to budget and plan meals utilizing food stamps, meal stacking, as well as, food preservation classes in conjunction with the Agency's Garden Program. A Boot Camp Canning class is scheduled for beginners in June to prepare interested individuals with basic skills and needed supplies for canning. Three canning classes are scheduled for July when gardens are at their fullest. These three classes focus on using garden vegetables and preserving homemade soups. Each class will focus on two or three different homemade soups that each participant will make, sample, and take home. Other classes in the planning stages are budget-saving meal stacking classes which teach individuals to buy in bulk and prepare and freeze meals for a low cost per serving meal. One such class will use fresh vegetables as a main meal stacking ingredient which partners perfectly with our Garden Program. In Metcalfe County, the Extension office is going to provide a food demonstration with garden vegetables and the Coordinator is going to provided gardening and budget tips. The Simpson County Coordinator is working with a local church and the extension office to offer gardening to interested individuals who may not have land for a garden. The church is donating plots to individuals who receive garden vouchers and who sign up for canning classes with the extension office. The Garden Program is directly related to income management and teaching clients to conserve food cost. It also gives them a sense of pride and accomplishment as well as promotes good health and eating habits.

Other saving tips being taught by Community Service's staff discuss the benefits of using common ingredients for household cleaning such as vinegar, baking soda, and rubbing alcohol instead of spending money on more expensive items like Drano, Windex, and bathroom, and floor cleaners. Another class was taught with the homemade gifts in mind such as painted tiles, candle making, baked goodies in a jar, and picture frames instead of buying expensive items to give during the holidays.

The Foster Grandparent Program has speakers from the Social Security Office and other community partners presenting information to the Foster Grandparents during both Pre-Service Training and In-Service Training. The Foster Grandparents benefit greatly from this information on living with a limited, fixed income and the interaction allowing them to ask questions and get prompt answers.

During the Christmas season, many communities including but not limited to Allen and Butler counties collect gifts for needy families, and in many of these communities, Community Services Staff coordinate this service. Last Christmas season the Hart County Community Services Office was the recipient of a local canned food drive organized by the area hospital for needy families. The Foster Grandparent and Head Start Programs work collaboratively with community partners during the Christmas season as well. Last year, the Foster Grandparents received canned goods for the holiday season instead of traditional gifts. Head Start workers are contacted yearly by various organizations that want to donate gifts for Head Start children. Last year, every child and every Foster Grandparent received Christmas gifts through this donation process.

Community Services cooperates with the district Social Security Administration to conduct outreach efforts for the Supplemental Security Income Program. Self-help referrals are made to representatives of the Veteran's Administration.

Each County Coordinator is responsible for the development and execution of a county based initiative that derives from the Community Needs Assessment process, Community Services target audiences, or unaddressed community needs. Many of these county-specific initiatives focus on income issues. In Allen, Barren, and Logan counties, the County Coordinators provided budgeting classes and will follow up with those who participated to evaluate effectiveness of the class and the savings the participants have experienced since the budgeting class. Community Services Staff in Logan County invited SHP participants, other Agency program participants, and community partner participants to a local budgeting class. Last November, fourteen people participated in an hour long class at the Logan County Head Start building. This class focused on how to give holiday gifts on a budget by documenting spending, different methods of budgeting, benefits of budgeting, and making homemade gifts. In Allen County, the Coordinator partnered with the local Extension office to provide a combined budgeting and nutrition class. Participants were given information on how to shop on a budget and the Extension Office provided a food demonstration with low cost items. Each participant received the dry ingredients for the prepared meal to take home and feed their family.

In FY 2009, Community Action partnered with Angel Food Ministries to help individuals and families buy food for less. Angel Food Ministries sells vouchers for food boxes that will last a family of four for one week for the cost of \$30 plus tote rental of \$4. In Allen County, Community Services and Retired Senior Volunteer Program (RSVP) jointly share in the process of getting residents signed up with Angel Food Ministries and providing volunteer services on distribution day to hand out Angel Food orders. The Agency's Community Collaborations for Children Program allocates \$2000 or approximately 65-70 vouchers and totes annually as a faith based initiative to help the families they serve.

During the tax season, all Community Services Offices make a concerted effort to inform working parents of the earned income tax credit. For the third year, the Agency collaborated with the Barren River Asset Building Coalition to offer free tax preparation sites. The Agency is the host of two sites, Allen and Edmonson counties but provided space for a coalition partner to provide taxes from our

Monroe County Senior Center as well. Information is posted in the local offices regarding free assistance for filing income taxes, including contact information, and dates and times of operation of each site.

Priority #7: NUTRITION

Food and nutrition services are provided as needs are determined during the intake interview. Referrals are made to Women, Infants, and Children (WIC), Expanded Food and Nutrition Education Program, elderly nutrition programs, food stamps, church food pantries, and other nutrition sources. Community Services Staff, acting as site supervisors, collaborate with the Agency's Food Services Program as well as local Summer Food Service in selected counties.

Nine counties maintain an emergency food pantry in the Community Services Office to assist with food needs. In Edmonson County, the Agency works directly with St. Vincent de Paul to provide food vouchers to those individuals in need. Additionally, Senior Services in all ten counties is the key contact for the vouchers for the Farmer's Market.

When the school year ends, the Agency will sponsor the Summer Food Service Program in six of the Barren River Area counties. In the other four counties, the school systems provide the service with the assistance from County Coordinators as needed. The Program is the single largest Federal resource available for local sponsors who want to provide nutritious food to children while school is not in session. Last summer, the Agency served approximately 75,260 meals thru June and July across 42 sites. There were 1,711 different children that accessed the program in 2009.

The Body Mass Index of children in our Head Start program area is very high. Head Start staff work with families and children in a variety of ways to address this issue. Assistance is provided by: as least twice annual growth assessments of children, documented conversation with families to identify and develop a plan for improvement, referrals to the child's health care provider and/or nutritionist, address physical activity during the Head Start day and at home, nutrition activities in the classroom, materials sent home with children to address nutrition, training at parent meetings, and provide nutritious meals according to USDA guidelines to children.

In Monroe County, the County Coordinator works directly with the local Judge Executive's Office and Community Outreach, local homeless shelter, to provide commodities at three different sites in the rural community. On a monthly basis, approximately 900 families receive assistance through the commodities programs. The Senior Center Manager distributes approximately 140 senior commodities that have been a direct result of Recovery Act dollars. In Butler County, the Agency is the sponsor for the commodities program. Approximately 210 households receive assistance on a monthly basis through this program. In November 2008, the Agency became the sponsor for the commodities program in Simpson County. Monthly participation continues to rise averaging 140 participants each month during 2009. In Edmonson County, Agency Staff coordinate the monthly commodities program for senior citizens for approximately 160 households. The Glasgow Housing Authority partners with the Agency to distribute commodities monthly to senior citizens in the Glasgow and Barren County Community.

Throughout the year, several local groups and organizations have organized food drives, which benefit the Agency's local food pantries. Local Boy Scout troops and local church groups as well as the National Association of Letter Carriers have collected and donated numerous food items for the local community. United Way of Southern Kentucky held a region wide food drive titled "Feed the Need" in Allen, Barren, Logan, Simpson, and Warren counties. Volunteers were on hand two days to pass out suggested items lists to customers as they entered stores and help manage donations. Volunteers also were at the main drop off site in each county helping sort and package the donated items. "Feed the Need" was created last year in response to the increased need in our communities for resources. After speaking with the local food pantries that benefited from the drive last year, it became abundantly clear that the need for this drive continues this year. Last year, 43,520 items were collected and distributed to these local food banks.

In FY 2009, Community Action partnered with Angel Food Ministries to help individuals and families buy food for less. Angel Food Ministries sells vouchers for food boxes that will last a family of four for one week for the cost of \$30 plus tote rental of \$4. In Allen County, Community Services and Retired Senior Volunteer Program (RSVP) jointly share in the process of getting residents signed up with Angel Food Ministries and providing volunteer services on distribution day to hand out Angel Food orders. The Agency's Community Collaborations for Children Program allocates \$2000 or approximately 65-70 vouchers and totes annually as a faith based initiative to help the families they serve.

In FY 2009, the area formally known as the Bowling Green Enterprise Community partnered with Community Action of Southern Kentucky and two local schools to provide Angel Food Vouchers to residents who live in the Enterprise Community. The Enterprise Community had \$25,000 allocated for Angel Food vouchers for the three locations. Community Action will assist the senior population and the two local schools, Parker-Bennett Curry and Dishman, will serve families that live in the Enterprise Community with a one time Angel Food order.

County Coordinators conduct garden projects in all ten counties. Plants, seeds, and fertilizer are distributed to eligible participants. Garden growth and development is monitored by Community Services Staff. Volunteer assistance is recruited if participants are elderly or handicapped, and garden tours, banquets, or other reception activities are conducted. In many counties, the Community Services Staff involves the University of Kentucky's Cooperative Extension Office to educate program participants about successful gardening techniques. During FY 2009 Community Services Staff issued over eight hundred and fifty-eight garden vouchers to low-income households.

Priority #8: LINKAGES

Agency staff continues efforts to increase both public awareness and public involvement in Agency program activities. A systematic public information program will continue in each county to include distribution of Community Action of Southern Kentucky, Inc.'s Annual Report, Agency brochure, and program fact sheets. Public speaking engagements will continue. Volunteer recruitment and recognition efforts as well as fund raising activities are conducted under this service area.

A Public Information Coordinator position was created as a result of the Recovery Act funds. This position will enhance our current efforts to educate the community about poverty and our services. The Public Information Coordinator is responsible for maintaining current research information regarding

employment, education, and health in order to prepare a wide range of communications and information materials including press releases, fact sheets, brochures, articles, and news letters; arrange and coordinate press conferences, special events, and opportunities for public input; make presentations at public meetings and to organizations, clients and groups to explain projects and programs.

Staff will continue to serve as participants in community-wide planning efforts to deal with poverty issues. Community Services Staff participate in ongoing county-level interagency groups. The Administering Board of Community Action of Southern Kentucky, Inc. engages in local planning and local development activities throughout the project year. Staff will continue to participate as members of other boards, councils, or committees to ensure the needs of low-income households are considered and addressed by these programs, and Staff will offer numerous opportunities for community planning. On an as-needed basis, Community Services Staff offer technical assistance to other groups focused on poverty populations.

Go bg transit, is a collaborative service between Community Action of Southern Kentucky, Inc. and the City of Bowling Green. Go bg transit provides fixed route public transportation within much of the city limits of Bowling Green. Five one-hour, circular routes originate and terminate in the area formally known as Enterprise Community and serve most major destinations, including two hospitals, doctors' offices, Greenwood Mall, social service agencies, grocery and discount stores, libraries, and Western Kentucky University. Regular fixed route service begins at 7:00 a.m. and ends at 6:00 p.m., Monday through Friday. Go shopping, Saturday shopping shuttles are available on the first Saturday of each month to local shopping areas. Transportation is often the primary obstacle in employment, health services, training, and other necessities of program participants. On Earth Day 2009, Go bg transit offered free bus rides all day to local citizens for a total of 545 free trips the second highest number of riders in one day to date; second only to Election Day 2008, where 559 free passenger trips were given to encourage people to vote.

In addition to the fixed route structure, Go bg transit provides targeted areas including shuttle service at designated times to transport people to and from work locations. The shuttles serve the Housing Authority of Bowling Green and have key stops such as downtown Bowling Green, Western Kentucky University, and LifeSkills, Inc.

This year, the Agency is purchasing five low floor kneeling buses to enhance transportation efforts. The five low floor kneeling buses will give us the new technology on each of our four existing routes, as well as the "Route 5" that is under study at this time. These buses do not have any steps or a wheelchair lifts. All passengers board by the ramp that is deployed where the steps are on our current busses. The kneeling option lets the bus lower approximately 5 inches lower to the ground. This keeps the ramp angle to a lower incline and the design enables riders to board easier. This new addition will reduce the miles on our fleet, helping keep dependability maximized, and maintenance minimized.

The Agency provides ongoing transportation for participants in the Head Start, Foster Grandparent, and Senior Center programs. Contracts for summer transportation services are usually developed annually with the Bowling Green Parks and Recreation Department. In each case, services are provided for either low-income individuals or persons with disabilities and in selected situations, both categories. The Agency operates a fleet of approximately one hundred and twenty vans and buses throughout the ten-county area.

The Agency will continue utilizing vehicles to support other programs, such as Senior Services and the Family Preservation Program. The Agency will contract with area agencies/organizations whose needs are compatible with the mission and purpose of the Agency. The Agency has successfully applied to the Barren River Area Development District for vehicles through the Transit 5310 Programs. These vans help fill the void for transportation services for elderly individuals and persons with disabilities. The Supportive Housing Program offers limited transportation assistance to homeless persons in the form of minor auto repair and the purchase of gasoline, bus tickets, or taxi fare.

Advocacy services are provided to program participants in virtually all of the CSBG service areas. Agency staff serves as spokespersons for low-income households and links with the private sector and public sectors. Community Services Staff routinely serve as authorized representatives of program participants during food stamp re-certification and similar services. The Agency presents issues related to poverty to the public by way of media exposure, public speaking, community contacts, and board/advisory council membership. Research and policy papers will continue as an Agency function to describe the needs in our service area and propose solutions to identified problems. Staff will continue to receive training that will equip them to advocate on behalf of low-income individuals including families with children, the homeless, pregnant adolescents, and the elderly.

Priority #9: SELF-SUFFICIENCY

As a program participant applies for any Community Services program, the staff member assists the applicant in identifying their strengths, in setting achievable goals, and assessing areas of concern and / or barriers that may impede their progress. Services Staff will work with the applicant to develop an initial service plan and begin development of a longer-term relationship that may encourage positive changes in the living situation.

We pursue self-sufficiency through LIHEAP, Garden Project, and EFSP; however, longer-term, comprehensive case management is required for enrollees in SHP. In SHP, case managers are required to maintain regular client contact, with progress toward applicant-specific goals, for at least six months. The ultimate objective is to overcome obstacles to housing stability that may develop over the six-month course of case management. Staff draw upon a multitude of resources and skills as the initial service plan evolves toward progressively greater self-reliance. A follow-up survey tracks progress toward family and program goals.

The Job Development and Training Program, created with ARRA funds, works with each Office Associate to provide employable skills to our target population while providing a learning environment for them to work. Agency staff will work as a mentor with these Office Associates providing guidance, instruction, and supervision but also as case managers to develop job skills, provide budget counseling, and to work with each associate with their individual areas of growth. Skills learned throughout the training program can be used to apply for other employment either within or outside of the Agency after the completion of the training program.

Community Services staff in all ten counties also serve as case managers for KHC's Family Self-Sufficiency Program. This program calls for monthly case management sessions with enrollees and submittal of written reports of each monthly session, showing progress toward family goals. The

enrollees have as an incentive for participation the growth of an escrow account that can be used for a home down payment after five years of program participation.

Each year, Community Services Staff have the opportunity to design a county-specific project whose budget may total up to \$1,000 annually per county. The county-based initiatives are derived from the outcomes of the local Community Needs Assessment. Many projects address issues associated with self-sufficiency. Barren, Logan, Monroe, and Warren counties reserved a portion of the funds specifically to help households working toward self-sufficiency.

The Agency's Child Care Centers serve children age six weeks of age and older. Each center strives to provide age appropriate education in learning through play environment; caring and trained employees; nutritious meals; and a clean and safe environment. Funding is provided by parents' fees for services and subsidized payments from the Audubon Child Care Assistance Program. In addition to financial support from various Agency programs, support is provided by the City of Bowling Green, Edmonson County Fiscal Court, Metcalfe County Fiscal Court, and Warren County Fiscal Court. Additionally, the Agency's Child Care Centers participate in the STARS rating system. STARS is Kentucky's Child Care Quality Rating System through the Early Childhood Initiative. Raters come in and look at health and safety, education, materials, and environment to determine the STAR level. For each STAR, a center receives a one time monetary award. In addition, with participation, centers are able to order non-consumable materials and supplies from local Early Childhood Councils without having to expend Community Action funds. Currently the Agency has five STAR level centers.

The Agency offers Family Nurturing & Access to Visitation Services in all ten counties of the Barren River Region. The program offers four primary services: Mediation, Supervised Visitation, Therapeutic Monitoring, and Neutral Drop-Off/Pick-Up. Family Nurturing and Access to Visitation Services are currently available via referral by the families themselves or community partners. The purpose of the Access and Visitation Grant funded by the Cabinet for Health and Family Services is to support and facilitate non-residential parent's access to and visitation of their children, by means of activities including mediation, counseling, education, development of parenting plans, visitation enforcement and development of guidelines for visitation and alternative custody arrangements. When parents are separated, often it is the children who suffer not only from the disruption of the family, but also from the loss of routine and regular contact with a parent. As long as the safety of the child is given paramount importance, our staff works to maintain and strengthen family ties. The goals and objectives of the Access and Visitation Grant are in keeping with the agency's mission to strengthen family ties. During the 2009-2010 fiscal year there have been fifty-one (51) referrals to the Access and Visitation program. Of those fifty-one referrals, cases were opened on thirty-seven. Of the cases opened: one (1) was an assessment only, twenty-four (24) were supervised visitation, eight (8) were therapeutic monitoring and twelve (12) were mediation. Some of the cases through the Access to Visitation Program receive multiple services - for example: mediation that leads to supervised visitation and/or therapeutic monitoring.

Family Nurturing staff collaborated with agency partners to provide parenting classes in Allen, Barren, Butler, Edmonson, Hart, Logan, Metcalfe, Monroe, and Simpson counties during 2009-2010. Parent Education referrals and participants have also attended the classes from Grayson County, Kentucky. Fifty-one (51) participants have completed the six week *Common Sense Parenting Curriculum* which covered topics related to preventive and corrective teaching, handling emotionally intense situations, and helping children succeed in school. An additional ten (10) participants are currently enrolled with

completion scheduled in early April 2010. The location for these classes includes partners in each county including, Library in Allen and Edmonson counties, County Extension Office in Allen, Simpson, Monroe, and Hart County, Head Start/Child Care Center in Logan County, Senior Center in Metcalfe County, Adult Education Center in Butler County, and Southside Baptist Church in Barren County. Referrals for the parenting classes come from radio and newspaper advertising, Department of Community Based Services, Family Resource Centers, Community Action programs, Lifeskills and Family Court. Additional parenting classes are planned for the areas demonstrating the greatest need in April and May 2009 including but not limited to Warren East High School (class for pregnant teens), Logan, Simpson, and or Monroe counties.

e. Describe the manner in which the allocation of funds will be targeted to need, based on your agency's community needs assessment and priority-setting process.

Funds will be targeted and distributed according to the needs identified within the Community Needs Assessment; unavailable services in our ten county region; research data, and feedback from collaborative meetings attended throughout the year; with priority given to the respective services needed. In keeping with sound management practices, the funds will be allocated across the ten-county service area unless operational and other costs prove cost-prohibitive.

Priorities for Community Action of Southern Kentucky, Inc. did not change from last year's Plan and Budget Proposal. Community Needs Assessment results and local statistics suggest the need for a focus specifically on employment, housing, education, emergency services, and health.

Results Oriented Management Accountability (ROMA) is an interagency and intra-agency initiative promoting outcome-based management strategies for community, state, and federal agencies participating in the CSBG programs. The Office of Community Services' Monitoring and Results Act designed ROMA. Community Action of Southern Kentucky, Inc. measures and demonstrates outcomes and performance indicators achieved according to the six national ROMA goals.

Through local Vision Committees, Agency Staff including County Coordinators meet regularly with community partners to discuss local activities and events and share information about services. Additionally, community partners are members of the Agency's Board of Directors and Advisory Councils while Agency Staff are also members of advisory councils, board of directors, and agency committees. This interaction not only assists in the communication of ideas but acts as increased measure to prevent duplication of services.

f. Describe whether laws of the Commonwealth of Kentucky mandate the programs and services being provided and specify the Kentucky Revised Statute(s) that apply.

The programs and services must be provided within the legal requirements established by the Commonwealth of Kentucky and by the applicable Federal Laws as outlined in KRS 273.441 – KRS 273.443. However, specific services are regarded as allowable rather than mandated.

- g. Describe whether the programs and services to be provided with CSBG funds are those which the Commonwealth of Kentucky currently administers and funds in other state and local agencies.**

CSBG programs and services are designed for a targeted population and operationally enhance and support rather than duplicate other programs and services administered by other State and local agencies. The Agency utilizes contracts from the State to fund including but not limited to Weatherization and Low Income Home Energy Assistance Program. The programs and services must be provided within the legal requirements established by the Commonwealth of Kentucky and by the applicable Federal Laws as outlined in KRS 273.443.

- h. Specify plans for ensuring the coordination of and non-duplication of the applicant agency's services with other service providers. At minimum provide:**

- (i) Certification of the agency's willingness to share necessary client information and records within legal limitations and willingness to provide the leadership in arranging for a meeting, not less than two (2) times a year, of all social services agencies in the agency's geographic service area for the purpose of developing substantive interagency cooperation and assessing the social services currently being provided;**

Community Action of Southern Kentucky, Inc. recognizes the importance of collaboration and cooperation within the Agency and with other service providers in order to ensure coordination and non-duplication of services. The Agency will continue its willingness to provide leadership in arranging regular meetings such as Vision and KIDS among all social service agencies. During this fiscal year, Community Collaboration for Children committee was one of the many groups for which the Agency provided leadership in arranging bi-monthly meetings for the purpose of developing substantial interagency cooperation and assessing the social services currently being provided.

Management team meetings with the Agency's CEO/Executive Director, Associate Director, various agency staff, DCBS Service Region Administrator (SRA), DCBS agency staff, and the Community Collaboration for Children's T & TA representative were often scheduled prior to the Community Collaboration for Children Regional meetings. The Agency's CEO/Executive Director, Associate Director, Family Preservation Director, and Family Nurturing Director were part of the local DCBS leadership team.

A current agreement with Department for Community Based Services assures that confidential client information may be accessed between the agencies. Furthermore, the Agency further certifies its willingness and desire to share client information and records within legal limitations.

- (ii) Identification of activities the agency jointly pursues or coordinates with faith-based organizations, fatherhood programs, healthy marriage programs, rural development and One-Stop partnerships;**

To provide services to the homeless population, Community Action of Southern Kentucky, Inc. maintains a working partnership with four faith-based homeless shelters. These faith-based homeless

shelters in addition to the domestic violence homeless shelter provide services to low-income households in Logan, Metcalfe, Monroe, and Warren counties. Additionally, Housing and Urban Development's (HUD) regional Continuum of Care encourages faith-based organizations who are interested in HUD funding to address homelessness locally or regionally to apply for local funds.

Community Action of Southern Kentucky, Inc. serves as the convener of the regional Board of Directors for the Emergency Food and Shelter Program (EFSP) servicing nine counties in one service area but participate in the tenth county as well. Through EFSP, new alliances with faith-based organizations are established, and other alliances continue growth in efforts to access funds for low-income households.

For years, the Allen County Ministerial Association has utilized Allen County Community Services Office as an access to human services within the community. Further, the Allen County Coordinator screens applicants for emergency funds generated by the Allen County Ministerial Association. When eligibility is confirmed, the County Coordinator issues benefits from the Ministerial Association. In Barren County, the County Coordinator works closely with one local church regarding their application requirements for emergency funds and referrals when appropriate. In Logan County, the Ministerial Association works closely with the Good Samaritan organization, and the Logan County Coordinator works closely with both groups. In Simpson County, the Community Services Office screens applicants for assistance with local churches, and the local churches rely on our "system" of intake to identify needy individuals and families.

Numerous faith-based organizations utilize the Summer Food Service Program. For example, at local vacation bible schools and summer recreation programs, church members volunteer as site managers for food distribution to the targeted audience. In Simpson County, a local church managed several new sites which allowed children outside of more heavily populated areas to benefit from this service. Several churches, in three counties, have partnered with the Agency's Supervised Visitation Program to provide space for supervised visits allowing family members whose children are in out-of-home placement a location for family visits and in many counties, local churches supervise Summer Food Service Program sites.

In FY 2009, Community Action partnered with Angel Food Ministries to help individuals and families buy food for less. Angel Food Ministries sells vouchers for food boxes that will last a family of four for one week for the cost of \$30 plus tote rental of \$4. In Allen County, Community Services and Retired Senior Volunteer Program (RSVP) jointly share in the process of getting residents signed up with Angel Food Ministries and providing volunteer services on distribution day to hand out Angel Food orders. The Agency's Community Collaborations for Children Program currently allocates \$2000 or approximately 65-70 vouchers and totes as a faith based initiative to help families prevent abuse and neglect.

Community Action of Southern Kentucky, Inc. strives to expand fatherhood involvement through training and locally designed initiatives aimed at encouraging males to take a more active part in the education process of their children. The Agency has a strong foundation on which to build fatherhood involvement activities. In 2009 special events were planned to increase father involvement. One Head Start Center held an event called "Dancing with Dad". In the past year, over six hundred male role models, fathers, grandfathers, and live-ins participated in Fatherhood Involvement opportunities such as, parent meetings, at Head Start Centers. The Barren River Community Collaboration for Children,

which the Agency coordinates, provides mini-grants for non-profits and faith based groups to conduct local fatherhood events. These mini-grant funded projects focus on promoting child abuse and neglect prevention, fatherhood, and faith based initiatives. One of the fatherhood events was recently completed in Butler County where fathers had breakfast with their children and then went into the classroom to read a book to the class.

Healthy marriage programs are emphasized through the Family Preservation Program, Family Reunification, Family Team Meeting Program, in home services and Supervised Visitation Program. These programs work to maintain intact families, to create stable home environments for children, and to improve family functioning. Children's Services and Community Services also refer households to therapists within LifeSkills, Inc., the community mental health center and other professional marriage and family therapists.

Two Community Services Coordinators have been trained to facilitate the curriculum which is focused on providing structured education and encouragement to married couples. Last year, these two County Coordinators held a Love's Cradle workshop in Barren and Warren counties with total of forty-eight participants. The Barren County workshop consisted of a one day, two hour, over-view session covering the basic concept of the skills and how they would work and the benefits of using them. The Warren County workshop consisted of a one day, six hour work session that covered all ten skills, role play, and video. In March 2010, a three day workshop was held in Monroe County with fourteen active participants covering all ten skills and one work session devoted to income management.

The Agency strongly supports One-Stop partnerships as evidenced by its efforts to integrate agency services into communities and facilities shared by related programs. In Allen County, Community Services, Head Start, and Senior Center are housed together in an attempt to connect families and elderly with community resources and referrals offered by Community Services. In Edmonson County, Community Services, Head Start, and Childcare are located in the Brownsville Community Center, which is connected to the local courthouse. In Monroe County, the Community Services Office is located in the basement of the local courthouse. In Warren County, Children's Services, Community Services, and Senior Center have integrated with Retired Senior Volunteer Program, Supervised Visitations Program, Family Team Meetings, Community Collaborations for Children, and the Adult Education and Job Development Program are located at our Education and Human Services Building in an attempt to offer multiple services in a single facility. Also in Warren County, Community Services and Children Services are located at our Resource and Development Center. This center also has room for Supervised Visitations, Family Team Meetings, and classes for budgeting and employment.

Services in Allen County will be moving to a new facility in 2010 that will house Head Start Classrooms, Senior Services, Community Services, a kitchen, an emergency food pantry, a clothing closet and community meeting rooms. This new facility will also have a technology room where program participants will have access to the internet for other services, to write a resume and to seek employment opportunities.

The Agency is a partner in the Workforce Investment Act Once Stop Partnerships. Various Agency staff also speak at the Career Center to assist unemployed with resources and services. In addition, as space allows, Community Services Offices offer space to service providers such as Vocational Rehabilitation, and Social Security Administration whose mission is consistent with that of the Agency.

- (iii) Description and identification of the agency's coordination and consultation with the Department for Community Based Services, Service Region Administrator(s) including: (1) efforts to avoid duplication of services; and (2) services to support shared clients. *Be specific.* Identify services to support families. How do you support or what services do you offer that help prevent child maltreatment, promote quality foster care and adoption services, and assist vulnerable adults or low-income families?**

A Memorandum of Agreement with the local Department for Community Based Services (DCBS) is in place to ensure that these two agencies work cooperatively toward the goal of serving those households in need of services and programs administered by each agency. Management team meetings are held bi-monthly with the Agency's CEO/Executive Director, Associate Director, various agency staff, DCBS Service Region Administrator (SRA), DCBS agency staff, and a representative from the state as available.

Community Action of Southern Kentucky, Inc. serves as the fiscal agent and coordinating entity for the Community Collaborations for Children Regional Network. The Service Region Administrator and other DCBS management staff participate with local parents and service providers to identify priority needs for children and families in our area. The project provides enhancement and preventive services to families in crisis or children at risk of abuse or neglect. Collaboration among service providers is central to the project's design.

The Family Preservation Programs (FPP) provides trained professionals to work intensively with families in crisis whose children are at imminent or serious risk of removal. The Family Reunification Program provides in-home specialists who are trained to work intensively with family members whose children, at time of referral, are in out-of-home care in order to prepare them for reunification. Children who have been in out-of-home care longer than seven days but less than 15 days of the last 22 months are eligible for services. Both using the Homebuilders Model identify family strengths as well as areas of concern and work with family members to increase their ability to function as a unit. Additionally, both strive to provide emotional support, concrete services, teach methods/techniques for dealing with identified problems and empower parents to successfully confront those problems that have disrupted the family in the past by building upon identified strengths. Department for Community Based Service, Division of Protection and Permanency refers families to this program. In March 2008, the Family Preservation Program received notification of grant funds awarded to expand the Family Preservation Program. This expansion added one supervisor position, one support staff, and five new specialists positions and will differ only in that it is allocated for use with income eligible participants who do not exceed 200% of the federal poverty guidelines.

The Supervised Visitation Program provides Family Service Associates who are trained to work with family members whose children are in out-of-home placements. Family Service Associates provide supervised visitation in the family's home or at another location as deemed appropriate by the Department for Community Based Services, Division of Protection and Permanency. The Program focuses on keeping the family safe and help prepare the family for permanency planning and supporting the creation of an environment suitable to reunify children in placement with their family. As important,

the program addresses improving family functioning so the behavior that led to the children being removed will be reduced.

The Family Team Meeting Facilitation Program provides Family Team Meeting Facilitators who are trained to work with family members whose children are at risk of abuse or neglect. The Facilitators provide family team meetings in the family's home or at another location within the family's local community. Primarily, the program focuses on keeping the family safe by helping to empower the family to take ownership of their action plan so as to achieve greater self-sufficiency and supporting the creation of an environment that will provide increased safety and stability for families. Additionally, the program strives to improve family functioning so the behavior that led to the children being at-risk will be reduced.

The Agency offers Access to Visitation Services in all ten counties of the Barren River Region. The program offers four primary services: Mediation, Supervised Visitation, Therapeutic Monitoring, and Neutral Drop-Off/Pick-Up. Access to Visitation Services Program is currently available via referral by the families themselves or community partners. The purpose of the Access and Visitation Grant funded by the Cabinet for Health and Family Services is to support and facilitate non-residential parent's access to and visitation of their children, by means of activities including mediation, counseling, education, development of parenting plans, visitation enforcement and development of guidelines for visitation and alternative custody arrangements. When parents are separated, often it is the children who suffer not only from the disruption of the family, but also from the loss of routine and regular contact with a parent. As long as the safety of the child is given paramount importance, our agency works to maintain and strengthen family ties. The goals and objectives of the Access and Visitation Grant are in keeping with the agency's mission to strengthen family ties. During the 2009-2010 fiscal year there have been fifty-one (51) referrals to the Access and Visitation program. Of those fifty-one referrals, cases were opened on thirty-seven. Of the cases opened: one (1) was an assessment only, twenty-four (24) were supervised visitation, eight (8) were therapeutic monitoring and twelve (12) were mediation. Some of the cases through the Access to Visitation Program receive multiple services - for example: mediation that leads to supervised visitation and/or therapeutic monitoring.

- i. Outline the applicant agency's efforts to focus attention on: addressing the needs of youth in low-income communities through youth development programs that support the primary role of the family, giving priority to the prevention of youth problems and crime; and promoting increased community coordination and collaboration in meeting the needs of low income youth programs with a goal of preventing or reducing youth crime.**

The Agency's plan addresses the needs of youth development programs that support the primary role of the family. Among these programs are Summer Food Service, Children's Services, and Peer-Assisted Learning Program.

After the traditional school year ends, Summer Food Service Program provides daily, nutritious meals and snacks to children and youth in our service area. These meals help meet the nutrition demands of children and youth for physical and mental development while relieving pressure on the family food budget. Numerous non-agency groups that focus on youth development such as Bowling Green and Logan County Parks and Recreation Departments, Glasgow Public Housing Authority, LifeSkills summer youth programs and local church programs utilize this nutritional program.

“Too Good For Drugs” is a program offered through the Agency’s Head Start Program in Logan County. The program works with the family holistically to build positive self esteem in children through an educational emphasis on substance abuse prevention through building self-efficacy. Center staff members work with children and families on identifying risk factors for addictive behaviors and building skills to overcome these risk factors. The program uses the “Too Good for Drugs” curriculum which is a school based prevention program designed to reduce risk factors and enhance protective factors related to alcohol, tobacco and other drug use among students. Each age range builds on earlier grade levels. The curriculum focuses on goal setting, decision making, bonding with pro-social others, identifying and managing emotions and communicating effectively. “Too Good for Drugs” has been designated a Model Program by the Substance Abuse and Mental Health Services Administration (SAMHSA). Each grade level of the curriculum contains ten 1 hour lessons, student workbooks, measurable objectives, pre and post tests and parent components. In addition to “Too Good for Drugs” the program uses “Second Step” curriculum as a supplement. The curriculum is used for preschool and elementary children to promote social and emotional competence while reducing aggressive and other negative behaviors. Research shows that aggressive behavior in children predicts risk of later delinquency, substance abuse, school dropout, early parenthood, and depression. Classroom use of the “Second Step” program helps provide children with the skills they need to create safe environments and become successful adults. “Second Step” curriculum includes an implementation checklist and planning worksheets to help evaluate the classroom activities. Each curriculum has activities for parents as well as children. Parent meetings/trainings are incorporated as an essential part of the program. To expand the audience, staff also provides the program and information to the participants of the Summer Food Service Program that serves children to age 18. This information comes in the form of speakers and written material.

Many of our counties are plagued with extremely high rates of teen-age pregnancy. Sixty percent of the counties served by the Agency have teen pregnancy rates above that of the entire state. Adolescent pregnancy is recognized as a primary precursor of poverty status. In response to this apparent need, several counties have teamed with Cooperative Extension Service and Youth Service Centers in the local county to develop a series of educational sessions for pregnant adolescents. Topics include but are not limited to pre-natal care, parenting skills, developmental activities, and infant nutrition. In Metcalfe County, community partners including but not limited to Adult Education, Metcalfe County Health Department, Metcalfe County schools, and Community Action of Southern Kentucky collaborated for Baby Open House. During March 2009, a total of twenty-three expectant mothers, received a variety of child focused information regarding safety and care.

The agency operates five child care centers in a few counties because quality early childhood services reduce teen pregnancies and prevent crime involvement. In addition to financial support from Community Action of Southern Kentucky, Inc., support is provided by the City of Bowling Green, Edmonson County Fiscal Court, Metcalfe County Fiscal Court, and Warren County Fiscal Court.

In 2007, Community Action was approached by Wabuck Development to manage an on-site child care center in a housing complex for primarily single parent students. Through a grant with Kentucky Housing Corporation, the complex was built to include a Community Center and Child Care. Residents of the complex have first priority in the child care center; however, if the center is not at capacity, slots are open to the public. The location of the development is in the area formerly known as Bowling Green

Enterprise Community. Historically, the Enterprise Community Zone consists of higher levels of poverty, unemployment, single parent families, predominately female head-of-household, crime related problems, lower educational levels and/or training skills, fewer transportation opportunities, a lack of decent, safe and affordable housing, youth development problems, and a fragmented system for the delivery of services. Scholar House, opened in 2008 to residents and the child care facility, Little Scholar's Child Care, opened in February of 2009. The development has 54 units and targets the single parent who is a full-time student. Residents of Scholar House who qualify for Head Start have on-site facilities, complete with wrap-around child care services.

Through United Way funding, the Agency began "Too Good for Drugs" program in Logan County. The project works to build self-efficacy in youth and children in order to reduce the probability of substance abuse in low-income families. In addition to the youth and children in the project, staff and community partners provide education to parents on recognizing risk factors and warning signs and how to build protective factors and self esteem in their children.

A Peer-Assisted Learning Program (PAL) in Metcalfe County coordinates efforts of Community Action of Southern Kentucky, Cooperative Extension Service, local health department, and Metcalfe County Youth Service Center in attempts to offer education and supportive services to single adolescent mothers who are attending school. Last year, the program hosted an event known as *Baby Open House* where new or expectant mothers received information about prenatal care, child safety, budgeting, and many other topics. The program is in its ninth year of operation.

In an attempt to reduce and/or to prevent youth problems and crime, Community Action of Southern Kentucky, Inc. facilitates in all ten counties a scholarship program, which is hoped to promote economic self-sufficiency. Income eligible high school seniors are encouraged to apply for this \$1,000 scholarship. Last year alone, \$10,000 in scholarships was given to these income eligible high school seniors.

County-based initiatives supported by CSBG funds often address the educational needs of lower-income youth by offering enrichment experiences such as summer camp and field trips and tangible support such as school supplies and clothing.

In Monroe and Warren counties, a partnership between Children's Services and local elementary schools created opportunities for youth to serve as school reading mentors for Head Start children. Through Reading Is Fundamental (RIF), elementary students came to classes to read to the three and four year old Head Start children.

The Family Preservation Program provides in-home specialists who are trained to work with families in crisis whose children are at imminent or serious risk of removal. The Family Reunification Program provides in-home specialists who are trained to work intensively with family members whose children, at time of referral, are in out-of-home care in order to prepare them for reunification. Children who have been in out-of-home care longer than seven days but less than 15 days of the last 22 months are eligible for services. Both programs use the Homebuilders Model to identify family strengths as well as areas of concern and work with family members to increase their ability to function as a unit. Additionally, both strive to provide emotional support, concrete services, teach methods/techniques for dealing with

identified problems and empower parents to successfully confront those problems that have disrupted the family in the past by building upon identified strengths.

The Supervised Visitation Program provides Family Service Associates who are trained to work with family members whose children are in out-of-home placements. Family Service Associates provide supervised visitation in the family's home or at another location as deemed appropriate by the Department for Community Based Services, Division of Protection and Permanency. The Program has three primary functions: to keep the family safe and help prepare the family for permanency planning, to support the creation of an environment suitable to reunify children in placement with their family, and to improve family functioning so the behavior that led to the children being removed will be reduced.

The Agency offers Access to Visitation Services in all ten counties of the Barren River Region. The program offers four primary services: Mediation, Supervised Visitation, Therapeutic Monitoring, and Neutral Drop-Off/Pick-Up. The Access to Visitation Services program is currently available via referral by the families themselves or community partners. The purpose of the Access and Visitation Grant funded by the Cabinet for Health and Family Services is to support and facilitate non-residential parent's access to and visitation of their children, by means of activities including mediation, counseling, education, development of parenting plans, visitation enforcement and development of guidelines for visitation and alternative custody arrangements. When parents are separated, often it is the children who suffer not only from the disruption of the family, but also from the loss of routine and regular contact with a parent. As long as the safety of the child is given paramount importance, our staff works to maintain and strengthen family ties. The goals and objectives of the Access to Visitation Grant are in keeping with the agency's mission to strengthen family ties. During the 2009-2010 fiscal year there have been fifty-one (51) referrals to the Access and Visitation program. Of those fifty-one referrals, cases were opened on thirty-seven. Of the cases opened: one (1) was an assessment only, twenty-four (24) were supervised visitation, eight (8) were therapeutic monitoring and twelve (12) were mediation. Some of the cases through the Access to Visitation Program receive multiple services - for example: mediation that leads to supervised visitation and/or therapeutic monitoring.

- j. All services directed toward coordination and linkages of other community services to impact the community (non-client specific services), rather than individual client service, should be described in narrative, i.e., community participation and economic development which are directed toward amelioration of poverty in the community. Coordination with emergency energy crisis intervention programs under Title XXVI and the Low Income Home Energy Assistance Program of the Omnibus Budget Reconciliation Act of 1981 should be described. Please indicate the staff member(s) who will be carrying out coordination and linkage functions and any limitations placed on the individual client services.**

Community Action of Southern Kentucky, Inc. seeks to address poverty conditions through coordination and linkages of other community services as well as through client services. These services are described in the narrative and may include volunteer recruitment, fundraising, community presentations, participation with inter-agency groups, and initiating referral and linkage mechanisms with other service groups in the community.

County Coordinators serve as case managers for the KHC's Family Self-Sufficiency Program. Monthly case management sessions with participants and written reports of progress toward household goals are a

portion of the requirements of this program. Participants have as an incentive for participation the growth of an escrow account that can be used for a home down payment after five years of program participation.

All County Coordinators coordinate with emergency energy crisis intervention programs under the Title XXVI and the Low-Income Home Energy Program of the Omnibus Budget Reconciliation Act of 1981 to alleviate energy crises in poverty households.

Primarily, the County Coordinators and the Director of Community Services carry out linkage and coordination functions. Coordination and linkage opportunities are compounded in Warren County, the market and educational center of the service area. Since Warren County has the highest population, Community Services in this particular county receives a very high volume of demand for human services. The staffing in the Warren County office includes the County Coordinator and Supportive Housing Case Manager. This will enhance and compliment individual client services rather than limit those services in any way.

Please find below a list of community partners and the staff member(s) responsible for the linkage and participation:

- Adult Education, all Community Service Staff
- ALIVE Center, County Coordinator
- Allen County Ministerial Association, County Coordinators
- Allen County Mission, County Coordinator
- American Cancer Society, County Coordinator
- American Red Cross, County Coordinators
- America's Second Harvest of Kentucky's Heartland, various Agency Staff
- Angel Food Ministries, County Coordinators
- Barren River Aging Council, Director of Senior Services
- Barren River Area Safe Space, all Community Services Staff
- Barren River Area Transportation Council, Transportation Manager and Public Transit Coordinator
- BEST Center, County Coordinator
- Bowling Park, County Coordinator
- Boys and Girls Club, County Coordinators
- Churches, County Coordinators
- City Section 8, County Coordinators
- Commonwealth Free Health Clinic, County Coordinators
- Community Action Kentucky, Executive Director, Associate Director, Director of Finance, Director of Community Services
- Community Family Services Partners, County Coordinators
- Community Outreach, County Coordinators, Director of Community Services
- Continuum of Care, Director of Community Services and SHP Case Manager
- Department for Community Based Services, all Community Service Staff
- Experience Works, various Agency Staff
- Family Home Health Care, County Coordinators

- Family Resource Centers, all Community Service Staff
- FEMA/EFSP Board, County Coordinators
- Gasper River Association, Butler County Coordinator
- Gentleman's Unlimited, County Coordinator
- Good Samaritan, Inc., County Coordinators
- Habitat for Humanity, County Coordinators
- Hear Now, County Coordinators
- Helping Hands Advisory Council, County Coordinators
- Hope Harbor, Agency Staff
- HOTEL, Inc., County Coordinators
- Jesus Community Center, County Coordinators
- Kentucky ASAP, County Coordinator
- Kentucky Farmworkers Program, County Coordinators
- Kentucky Head Start Association, Executive Director , Director of Children's Services, and Children's Services Staff
- Kentucky Heartland Outreach, County Coordinators
- Kentucky Housing Corporation/Family Self-Sufficiency, County Coordinators
- Kentucky Public Human Resources Association, Executive Director, Associate Director, and Human Resources Manager
- Lifeline HomeHealth, County Coordinators
- LifeSkills, County Coordinators
- Local Chambers of Commerce, Executive Director, Associate Director, and County Coordinators
- Local County Governments, Executive Director
- Local County Extension Offices, County Coordinators
- Local health departments, County Coordinators
- Local housing authorities, County Coordinators
- Local newspapers, County Coordinators
- Local school districts, numerous Agency Staff
- Metcalfe County Community Medical, County Coordinator
- Metcalfe County Migrant Education, County Coordinator
- Monroe County Cancer Coalition, County Coordinator
- Monroe County Economic Development Center, County Coordinator
- Monroe County Health and Nutrition Coalition, County Coordinator
- National Association of Community Action Agencies, Executive Director
- Noon Rotary, Executive Director
- Reaping the Harvest Food Pantry, County Coordinator
- Regional Area Council, County Coordinator
- Safe Kids, County Coordinator
- Salvation Army, County Coordinators
- Simpson County Community Partnership for Protecting Children, various Agency Staff
- Simpson County Literacy Program, County Coordinator
- Southern Kentucky Society for HR Management, Human Resources Assistant
- St. Vincent De Paul, County Coordinators

- United Way, numerous Agency Staff
- Vision Steering Committee, County Coordinators
- Volunteers-In-Action, Program Directors
- Warren County Welfare Office, County Coordinators
- Workforce Excellence Partnership, County Coordinator
- Workforce Investment Board of Directors, Executive Director
- Youth Service Centers, all Community Service Staff

Community Meeting Report Allen County

Date: September 24, 2009

Location: Allen County Community Action Center; Allen County Head Start Parent's Meeting

Attending: 20 attended/553 surveys completed

Significant causes of poverty in your county/area:

During the 2009 - 2010 program year, consumers were invited to respond to a survey as they received services including but not limited to emergency food and shelter assistance, heating assistance, and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

The Allen County Community Needs Assessment meetings were held in collaboration with the Head Start Parent's Meeting. A news release inviting the community to the meetings was sent to the local newspaper and radio stations, and telephone invitations were given to community partners. Office visitors and clients were also invited to attend these community meetings. Twenty individuals attended the meeting, and 553 valid surveys were available for computation.

The major causes of poverty in the county were listed as: not enough jobs, low paying jobs and high cost of living. Respondents cited jobs that pay a living wage, assistance with health and medical concerns, and decent affordable housing as the three primary needs in the community.

Community Meeting Report Barren County

Date: September 03 and 17, 2009

Location: Glasgow Learning Center and Cave City Head Start (respectively)

Attending: 22 attended/114 surveys completed

Significant causes of poverty in your county/area:

During the 2009-2010 program year, consumers were invited to respond to a survey as they received services including but not limited to heating assistance and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

Within Barren County, the Agency's Children's Services and Senior Services programs assisted in facilitating this year's Community Needs Assessment. The Barren County Community Needs Assessment meetings were held in the Glasgow Learning Center, and Cave City Head Start. A news release inviting the community to the meeting was sent to the local newspaper and radio stations, and telephone invitations were given to community partners. Office visitors and clients were also invited to attend this community meeting. Twenty two individuals attended the meetings, and 114 valid surveys were available for computation.

The three most often cited causes of poverty were not enough jobs, low paying jobs, and high cost of living. The three primary needs in the community were jobs that pay a living wage, decent affordable housing, and assistance with health and medical concerns.

Community Meeting Report Butler County

Date: September 15, 2009

Location: Gasper River Association Office

Attending: 9 attended/118 surveys completed

Significant causes of poverty in your county/area:

During the 2009-2010 program year, consumers were invited to respond to a survey as they received services including but not limited to emergency food and shelter assistance, heating assistance, and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

Within Butler County, the Agency's Children's Services and Senior Services programs assisted in facilitating this year's Community Needs Assessment. The Butler County Community Needs Assessment meetings were held at the Gasper River Association of Baptists. A news release inviting the community to the meetings was sent to the local newspaper, and telephone and written invitations were given to community partners. Office visitors and clients were also invited to attend these community meetings. Nine individuals attended the meeting, and 118 valid surveys were available for computation.

The three primary needs in Butler County were jobs that pay a living wage, assistance with health and medical concerns, and decent, affordable housing. The three most cited causes of poverty were not enough jobs, high cost of living, and low paying jobs. Lack of education and job skills was also listed high on the causes of poverty.

Community Meeting Report Edmonson County

Date: September 16, 2009

Location: Edmonson County Community Center, Brownsville

Attending: 23 attended/483 surveys completed

Significant causes of poverty in your county/area:

During the 2009-2010 program year, consumers were invited to respond to a survey as they received services including but not limited to emergency food and shelter assistance, heating assistance, and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

The Edmonson County Community Needs Assessment meeting was held at the Brownsville Community Center. A news release inviting the community to the meeting was sent to the local newspaper, and telephone invitations were given to community partners. Office visitors and clients were also invited to attend this community meeting. Twenty three individuals attended the meeting, and 483 valid surveys were available for computation.

Jobs that pay a living wage, decent affordable housing, and involvement of people to make the community a better place to live were the three primary needs most cited. Not enough jobs, low paying jobs and the high cost of living were most often seen as the causes of poverty. Lack of education and job skills were also mentioned as needs in the community. Budgeting and money management classes open to the public may be effective ways to help the families in the community become more self reliant.

Community Meeting Report Hart County

Date: September 04, 2009

Location: Community Services Office

Attending: 11 attended/677 surveys completed

Significant Causes of poverty in your county/area:

During the 2009-2010 program year, consumers were invited to respond to a survey as they received services including but not limited to emergency food and shelter, heating assistance, and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

The Hart County Community Needs Assessment meeting was held at the Community Services Office. A news release inviting the community to the meeting was sent to the local newspaper, and telephone invitations were given to community partners. Office visitors and clients were also invited to attend this community meeting. Eleven individuals attended the meeting, and 677 valid surveys were available for computation.

Jobs that pay a living wage, more people getting involved in the community to make it a better place to live and assistance with health and medical concerns were the three primary needs in Hart County. Not enough jobs, low paying jobs, and the high cost of living were cited as the three major causes of poverty in the area.

Community Meeting Report Logan County

Date: August 11, October 15, 27, 2009

Location: Logan County Head Start, Russellville Junior High School, and Adairville Senior Center (respectively)

Attending: 68 attended/409 surveys completed

Significant causes of poverty in your county/area:

During the 2009-2010 program year, consumers were invited to respond to a survey as they received services including but not limited to emergency food and shelter assistance, heating assistance, and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

The Logan County Community Needs Assessment meetings were held in collaboration with the Logan County Head Start Parent's meetings at the Russellville Head Start Center, Russellville Junior High, and Adairville Senior Center. A news release inviting the community to the meeting was sent to the local newspaper and written invitations were given to community partners. Office visitors and clients were also invited to attend this community meeting. Sixty eight individuals attended the meeting, and 409 valid surveys were available for computation.

Jobs that pay a living wage, decent affordable housing, and more people getting involved to make the community a better place to live were the three most commonly cited needs in Logan County. The major causes of poverty were listed as not enough jobs, low paying jobs, and the high cost of living. Lack of education and job skills were also mentioned as additional causes of poverty in this region.

Community Meeting Report Metcalfe County

Date: January 27, 2010

Location: DCBS Office

Attending: 6 attended/80 surveys completed

Significant causes of poverty:

During the 2009-2010 program year, consumers were invited to respond to a survey as they received services including but not limited to emergency food and shelter assistance, heating assistance, and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

Within Metcalfe County, the local extension office assisted in facilitating this year's Community Needs Assessment. The Metcalfe County Community Needs Assessment meeting was held in collaboration with the local Vision meeting. A news release inviting the community to the meeting was sent to the local newspaper. Six individuals attended the meeting, and 80 valid surveys were available for computation.

Among the needs most often noted were jobs that pay a living wage, more education/job skills, and assistance with health/medical concerns. The significant causes of poverty in the area are not enough jobs, low paying jobs, and the high cost of living.

Community Meeting Report Monroe County

Date: September 15, 2009

Location: Monroe County High School

Attending: 24 attended/101 surveys completed

Significant causes of poverty in your county/area:

During the 2009-2010 program year, consumers were invited to respond to a survey as they received services including but not limited to emergency food and shelter, heating assistance, and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

Within Monroe County, the Agency's Senior Services Program assisted in facilitating this year's Community Needs Assessment. The Monroe County Community Needs Assessment meeting was held in collaboration with the Vision meeting. A news release inviting the community to the meeting was sent to the local newspaper. Twenty-four individuals attended the meeting, and 101 surveys were available for computation.

Jobs that pay a living wage, decent, affordable housing, and assistance with health/medical concerns were the three primary needs in the community. Not enough jobs, low paying jobs and the high cost of living were regarded as the major causes of poverty in our county. Many looking for work have stated that they the lack of education and job skills required to get new employment and low motivation as an additional cause of poverty.

Community Meeting Report Simpson County

Date: September 24, 2009
Location: Franklin Head Start Facility
Attending: 12 attended/349 surveys completed

Significant causes of poverty in your county/area:

During the 2009-2010 program year, consumers were invited to respond to a survey as they received services including but not limited to emergency food and shelter assistance, heating assistance, and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

The Simpson County Community Needs Assessment meeting was held at the Simpson County Head Start Office. Telephone and written invitations were given to community partners. Twelve individuals attended the meeting, and 349 valid surveys were available for computation.

Jobs that pay a living wage, decent, affordable housing, and assistance with health and medical concerns were the three most important needs in Simpson County. The most often cited causes of poverty were not enough jobs, low paying jobs, and the high cost of living. Lack of education and job skills also ranked high among the needs and causes of poverty.

Community Meeting Report Warren County

Date: September 18, 21, and October 13, 2009

Location: Alive Center, Warren County Senior Center, and Head Start Center in Education and Human Resources Building

Attending: 42 attended/1378 surveys completed

Significant causes of poverty in your county/area:

During the 2009-2010 program year, consumers were invited to respond to a survey as they received services including but not limited to emergency food and shelter assistance, heating assistance, and supportive housing services. Additionally, community partners and consumers were invited to attend a community meeting and to respond to the same survey.

Within Warren County, Lifeskills and Head Start assisted in facilitating this year's Community Needs Assessments. News releases inviting the community to the meetings were sent to the local newspaper. Office visitors and clients were also invited to attend this community meeting. Forty two individuals attended at least one of the meetings, and 1,378 valid surveys were available for computation.

Jobs that pay a living wage, decent affordable housing, and assistance with health and medical concerns were the primary needs in Warren County. The most often cited causes of poverty were not enough jobs available, low paying jobs, and the high cost of living.



Community Needs Assessment Questionnaire

ALL 10 Counties

Please take a few minutes to answer the following questionnaire. It is part of our agency's annual community needs assessment process. These questions have been designed to help us take an honest look at how best to serve low-income families in our community.

What is your age? 458 18-25 928 26-35 837 36-44 859 45-54 653 55-65 539 66 & Over

Are you male or female? 857 Male 3371 Female

What is your race? 259 American Indian 4 Asian 660 Black/African American
20 Hispanic/Latino 3356 White/Caucasian 53 Other

I am completing this Community Needs Assessment as a: 3472 Client 193 Community Partner

Education level (**Select only one.**) 1395 Less than HS Diploma/GED 1572 HS Diploma/GED
694 Some College/vocational 262 College/vocational graduate
32 Post-baccalaureate

Please provide us with the following information about your household. This information will be utilized for statistical purposes only.

_____ Number of persons living in your household

_____ Number of household members under the age of 18 who live in your home at least 6 months out of the year

_____ Number of household members ages 60 and over

In which county do you live? 553 Allen 114 Barren 118 Butler 488 Edmonson
677 Hart 409 Logan 80 Metcalfe 101 Monroe
349 Simpson 1378 Warren

What are the major needs of your community? **Please mark the (3) most important answers for your family.**

- 935 More people need to get involved to make our community a better place to live.
- 1149 Our community needs decent, affordable housing for individuals and families to rent or buy.
- 2070 People in my community need jobs that pay a living wage.
- 655 People in my community need more education/job skills.
- 314 People in my community need help with budgeting the money they receive.
- 317 People in my community do not have adequate food to meet their nutritional needs.
- 566 People need more information about programs/services available to make their lives better.
- 301 People need more assistance to become self-sufficient.
- 1018 People need assistance with health/medical concerns.
- 137 People need assistance with school supplies.
- 449 Our community needs more youth programs.
- 411 Our community needs more rental assistance programs.
- 354 Our community needs more help in repairing homes.
- 176 Our community needs emergency shelters.
- 205 Our community needs more housing for the elderly and/or handicapped.
- 112 Our community needs senior citizen programs.
- 66 Our community needs parenting skills classes.
- 58 Our community needs healthy marriage classes.
- 324 Our community needs a transportation system.
- 243 Our community needs to have safe, affordable child care (subsidized).
- 44 Our community needs support groups. What kind? _____

Please turn page over ➔

What do you think are the major causes of poverty where you live? **Please choose only three (3) reasons.**

<u>338</u> Divorce	<u>296</u> Lack of training	<u>542</u> Lack of education
<u>2262</u> Not enough jobs	<u>281</u> Low motivation	<u>524</u> Lack of affordable housing
<u>1696</u> Low paying jobs	<u>142</u> Domestic violence	<u>346</u> Not enough government assistance
<u>399</u> Substance abuse	<u>199</u> Teen pregnancy	<u>366</u> Loss of major employer
<u>1453</u> High cost of living	<u>262</u> Ineffective use of income	<u>429</u> Poor health/low access to health services

What services or programs does your community need? **Please mark three (3) of the services most needed by your family.**

864 Programs that explain the services available in my community
1565 Emergency financial assistance programs for rent/mortgage/utilities
375 Adult education programs
352 Budget training programs
1397 Low rent housing programs
133 Volunteer programs
1015 Job training programs
720 Food pantries/commodities
1117 Health care assistance
248 Senior citizen programs
159 Parenting skills classes
129 Healthy marriage classes
108 Spouse abuse shelter/counseling
572 Transportation
250 Subsidized child care
71 Adult daycare
182 Support groups
224 School supply assistance
474 Youth programs
232 Health/nutrition education

What makes it tough for you or your family members to get and keep a job? **Please choose no more than two (2) reasons.**

<u>783</u> No training or job skills	<u>1202</u> Health problems	<u>608</u> Lack of transportation
<u>532</u> No child care	<u>148</u> Lack of motivation	<u>100</u> Discrimination
<u>1304</u> Disability	<u>600</u> Currently employed	<u>510</u> Other

Do you rent or own your home? **Please choose only one (1) answer.**

1994 I rent my home.
495 I rent my home, and my rent is based on my income (Section 8, HUD, Shelter Plus Care, any government assistance).
1376 I own my home.

Thank you for completing this questionnaire. This information will assist us in helping people, meeting the community needs, and providing hope. This program is funded, in part, under a contract with the Cabinet for Health and Family Services/Department for Community Based Services with funds from the Community Service Block Grant Act of the U.S. Department of Health and Human Services.

Newspaper Articles Page 1 of 8

Newspaper Articles pages 4 of 8

Newspaper Article Pages 6 of 8



Allen County

2009 Population	19,141
Poverty Population	3,617
Poverty %	19.2%
BRADD Poverty %	19.4%
Median Household Income (2009)	\$39,063
KY Median Household Income (2008)	\$41,489
Unemployment Rate (Jan 2009 through Dec 2009)	14.5%
KY Unemployment Rate (2009)	10.5%
LIHEAP Subsidy (FY 2010)	
Applications Taken	581
Dollars Allocated	\$81,400.00
LIHEAP Crisis (FY 2010)	
Applications Taken	1039
Dollars Allocated	\$189,520.18

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	58.8	59	52.1
% High School Graduates (25 years and older)(2009)	70.5%	71.2%	80.4%
% Children in Poverty (2008)	27.5%	27.4%	23.4%
% Elderly Population (age 65+ years)	14.5%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.



Barren County

2009 Population	41,867
Poverty Population	7,215
Poverty %	17.8
BRADD Poverty %	19.4
Median Household Income (2009)	\$39,239
KY Median Household Income (2008)	\$41,489
Unemployment Rate (Jan 2009 through Dec 2009)	12.2%
KY Unemployment Rate (2009)	10.5%
LIHEAP Subsidy (FY 2010)	
Applications Taken	823
Dollars Allocated	\$103,004.00
LIHEAP Crisis (FY 2010)	
Applications Taken	1,472
Dollars Allocated	\$276,623.94

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	61.6	59	52.1
% High School Graduates (25 years and older)(2009)	74.5%	71.2%	80.4%
% Children in Poverty (2008)	25.5%	27.4%	23.4%
% Elderly Population (age 65+ years)	15.8%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.



Butler County

2009 Population	12,871
Poverty Population (2009)	2,498
Poverty %	19.2
BRADD Poverty %	19.4
Median Household Income (2009)	\$36,357
KY Median Household Income (2009)	\$41,489
Unemployment Rate (Jan 2009 through Dec 2009)	14.2%
KY Unemployment Rate (2009)	10.5%
LIHEAP Subsidy (FY 2010)	
Applications Taken	475
Dollars Allocated	\$63,075
LIHEAP Crisis (FY 2010)	
Applications Taken	577
Dollars Allocated	\$106,834.60

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	51.6	59	52.1
% High School Graduates (25 years and older)(2009)	66.9%	71.2%	80.4%
% Children in Poverty (2008)	26.6%	27.4%	23.4%
% Elderly Population (age 65+ years)	14.2%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.



Edmonson County

2009 Population	12,020
Poverty Population (2009)	2,481
Poverty %	20.7
BRADD Poverty %	19.4
Median Household Income (2009)	\$31,219
KY Median Household Income (2009)	\$41,489
Unemployment Rate (Jan 2009 through Dec 2009)	13.5
KY Unemployment Rate (2009)	10.5
LIHEAP Subsidy (FY 2010)	
Applications Taken	549
Dollars Allocated	\$80,891.00
LIHEAP Crisis (FY 2010)	
Applications Taken	823
Dollars Allocated	\$149,582.06

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	49.6	59	52.1
% High School Graduates (25 years and older)(2009)	67.9%	71.2%	80.4%
% Children in Poverty (2008)	29%	27.4%	23.4%
% Elderly Population (age 65+ years)	15.9%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.



Hart County

2009 Population	\$18,461
Poverty Population	3,962
Poverty %	21.7
BRADD Poverty %	19.4
Median Household Income (2009)	\$31,156
KY Median Household Income (2009)	\$41,489
Unemployment Rate (Jan 2009 through Dec. 2009)	10.4
KY Unemployment Rate (2009)	10.5
LIHEAP Subsidy (FY 2010)	
Applications Taken	933
Dollars Allocated	\$133,387.00
LIHEAP Crisis (FY 2010)	
Applications Taken	1,511
Dollars Allocated	\$290,376.86

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	58.6	59	52.1
% High School Graduates (25 years and older)(2009)	64.7%	71.2%	80.4%
% Children in Poverty (2008)	32%	27.4%	23.4%
% Elderly Population (age 65+ years)	14.9%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.



Logan County

2009 Population	27,137
Poverty Population	4,753
Poverty %	17.8
BRADD Poverty %	19.4
Median Household Income (2009)	\$40,998
KY Median Household Income (2008)	\$41,489
Unemployment Rate (Jan 2009 through Dec 2009)	10.8
KY Unemployment Rate (2009)	10.5
LIHEAP Subsidy (FY 2010)	
Applications Taken	550
Dollars Allocated	\$85,598.00
LIHEAP Crisis (FY 2010)	
Applications Taken	872
Dollars Allocated	\$176,898.62

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	69.4	59	52.1
% High School Graduates (25 years and older)(2009)	73.8%	71.2%	80.4%
% Children in Poverty (2008)	23.1%	27.4%	23.4%
% Elderly Population (age 65+ years)	15.4%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.



Metcalf County

2009 Population	10,375
Poverty Population	2,269
Poverty %	22.4
BRADD Poverty %	19.4
Median Household Income (2009)	\$29,218
KY Median Household Income (2008)	\$41,489
Unemployment Rate (Jan 2009 through Dec 2009)	15.3
KY Unemployment Rate (2009)	10.5
LIHEAP Subsidy (FY 2010)	
Applications Taken	482
Dollars Allocated	\$69,978.00
LIHEAP Crisis (FY 2010)	
Applications Taken	804
Dollars Allocated	\$149,584.30

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	64.2	59	52.1
% High School Graduates (25 years and older)(2009)	64.7%	71.2%	80.4%
% Children in Poverty (2008)	35%	27.4%	23.4%
% Elderly Population (age 65+ years)	16.9%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.



Monroe County

2009 Population	11,780
Poverty Population	**2,895
Poverty %	**25.2
BRADD Poverty %	**19.2
Median Household Income (2009)	\$27,735
KY Median Household Income (2008)	\$40,267
Unemployment Rate (Jan 2009 through Dec 2009)	15.3
KY Unemployment Rate (2009)	10.5
LIHEAP Subsidy (FY 2010)	
Applications Taken	482
Dollars Allocated	\$69,978.00
LIHEAP Crisis (FY 2010)	
Applications Taken	1,188
Dollars Allocated	\$204,894.29

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	64.2	59	52.1
% High School Graduates (25 years and older)(2009)	64.7%	71.2%	80.4%
% Children in Poverty (2008)	35%	27.4%	23.4%
% Elderly Population (age 65+ years)	16.9%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.



Simpson County

2009 Population	17,099
Poverty Population	2,387
Poverty %	14.3
BRADD Poverty %	19.4
Median Household Income (2009)	\$45,267
KY Median Household Income (2008)	\$41,489
Unemployment Rate (Jan 2009 through Dec 2009)	12.6
KY Unemployment Rate (2009)	10.5
LIHEAP Subsidy (FY 2010)	258
Applications Taken	\$36,939
Dollars Allocated	
LIHEAP Crisis (FY 2010)	
Applications Taken	557
Dollars Allocated	\$91,810.11

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	74.8	59	52.1
% High School Graduates (25 years and older)(2009)	78.2%	71.2%	80.4%
% Children in Poverty (2008)	20.6%	27.4%	23.4%
% Elderly Population (age 65+ years)	14.2%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.



Warren County

2009 Population	108,648
Poverty Population	17,199
Poverty %	17.1
BRADD Poverty %	19.4
Median Household Income (2009)	\$46,800
KY Median Household Income (2008)	\$41,489
Unemployment Rate (Jan 2009 through Dec 2009)	10
KY Unemployment Rate (2009)	10.5
LIHEAP Subsidy (FY 2010)	
Applications Taken	1,382
Dollars Allocated	\$170,055.00
LIHEAP Crisis (FY 2010)	
Applications Taken	3,581
Dollars Allocated	\$487,587.58

	County	BRADD	Kentucky
Rate of Births to Teenage Mothers (per 1,000 girls age 15-19 years) (2003-2007)	37.2	59	52.1
% High School Graduates (25 years and older)(2009)	86.7%	71.2%	80.4%
% Children in Poverty (2008)	21.2%	27.4%	23.4%
% Elderly Population (age 65+ years)	11.4%	15%	

Sources: the Barren River Area Development District, U.S. Census Bureau: Small Area Income Estimates Branch 2009, Kentucky Department for Employment Services, Kentucky Council on Postsecondary Education 2009, Kentucky Health Facts, Think Kentucky, and Kentucky Kids Count 2009.

3. Community Needs Assessment (Attachment A)

Please utilize **Attachment A** to document the analysis of the poverty needs and problems of the agency's geographical area, the client group(s) at risk in its geographical area, and the analysis of the resources available to address those identified needs for SFY 2011. This attachment is a projection of outputs and agency priorities for SFY 2011. It along with the needs assessment narrative should support the agency's programs, initiatives, and related decision-making. 42 U.S.C. 9908 (b) (11) requires this assessment. Attachment A utilizes the CSBG Milestones for 2011 and includes subtotals for each service category and a cumulative total.

4. Agency Budget (B1, B2 and budget narrative)

Utilize the agency's individual budget allocation, given in Section XII, to complete the following:

a. Line Item Budget for CSBG.

A line-item budget is required from each agency. **Attachment B1** should be used to enter all cost items for the SFY 2011. In the budget narrative, it is extremely important to be specific, especially in the category of "Other". Be explicit and precise about including whatever possible items might fall into this category. This should not be a "catch all" category. All of the financial documents should be signed by the agency's **Chief Financial Officer (CFO), CSBG Director** and the **Executive Director**.

The contract specialist, David E. McAnally (502/564-6746), should be contacted in order to determine available CSBG carry-over funds to be included in **Attachments B1 and B2**.

b. Local In-Kind Match Certification.

In **Attachment B2**, the applicant agency must identify all match in detail, whether the match is cash expenditures or in-kind contributions for the State Fiscal Year (SFY) 2011. The method of valuation of in-kind match must be clearly indicated and consistent with 45 CFR Part 74 and related Kentucky Administrative Regulations. Federally funded dollars or products cannot be used to match CSBG funding. For example, commodities received from the Federal government cannot be used as a match. However, any volunteer hours attributable to distribution of commodities are allowable. The certified cash expenditures and/or in-kind match must be identified and approved at the time of application. The agency must match at least twenty percent (20%) of the Federal allocation, and it must be clearly reflected on Attachment B2 and detailed in the budget narrative. **This attachment must be signed and dated by the Executive Director, CSBG Director, and the Chief financial Officer (CFO).**

c. Narrative that explains both Attachments B1 and B2.

Be certain to **detail** in the narrative any costs in the "Other" budget/cost category; all indirect costs where CSBG funds will be expended; the total dollars that the agency will match of the federal allocation, whether cash or in-kind; and any certification of deficits or other methods utilized by the agency to cover administrative deficits in other program areas with CSBG funds. Attach the agency's cost allocation plan, if applicable. **These attachments must be signed and dated by the Executive, Chief Financial Officer and CSBG Directors.**

5. Board

Using **Attachment C**, provide a current list of Board members to include: name; position, if any (i.e. President, Vice President, etc.); membership category/sector representing (public, private, low-income); address and/or telephone number. For those members in the elected public sector category, include the title of the public official. Provide the total number of Board seats and the number of vacancies that exist as of April 12, 2010, in the spaces provided. Use the reverse side of the form or a separate document to provide a narrative to explain any vacancies or other unusual circumstances. **This attachment must be signed and dated by the Executive and CSBG Directors.**

- Community Action of Southern Kentucky, Inc. Quarterly Board Meeting Schedule
- Include a copy of the agency's Tripartite Board's bylaws.

Attachment C Narrative

As of April 12, 2010 the Administering Board has one vacancy. The total number of seats for the administering board is thirty. Efforts are underway to fill this seat.

6. Provide the agency's Affirmative Action Plan in effect for both the agency's employees and clients, if any change has been made to the plan since the approval of the agency's SFY 2011 Plan and Budget Proposal. If there has been no change, please provide a written confirmation of such.

There has been no change to the Agency's Affirmative Action Plan.

COMMUNITY ACTION OF SOUTHERN KENTUCKY, INC.

EQUAL EMPLOYMENT AND AFFIRMATIVE ACTION STATEMENT

It is the policy of Community Action of Southern Kentucky, Inc. to prohibit discrimination because of race, religion, creed, sex, sexual preference, age, national origin, disabilities, political affiliation, or marital status in all programs, policies, and employment practices, and to assist in the implementation of similar policies within other community institutions, if requested. This includes assurance of compliance with Title VI of the Civil Rights act of 1964; Executive Order 11246, where applicable; Title 45, Chapter 10 of the Federal Register; Section 504 of the Rehabilitation Act of 1973 which states, in part, "no otherwise qualified handicapped individual shall, solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."; and the American with Disabilities Act of 1990. In addition, this agency is to take bold steps in asserting leadership in appropriate areas within the community in carrying out the objectives and intent of Civil Rights legislation.

Harassment or intimidation of, or retaliation against, any employee due to that employee's race, religion, sex, sexual preference, age, national origin, disability, political affiliation, or marital status is strictly forbidden.

7. Attach a copy of the ROMA Outcome of Effort Form for SFY 2011 with each copy of your agency's CSBG Plan and Budget Proposal for SFY 2011.

8. Include in your plan your most current agreement with you DCBS office.

9. Provide copies of your public review notices or advertisements for viewing your agency's plan.

10. Attachment D-Final check

Use **Attachment D** to certify completion of all forms and materials required in the packet.
This must be signed by the Executive Director and the CSBG Director.

**Community Service Block Grant (CSBG)
Plan and Budget Proposal Checklist**

Utilize the following checklist to ensure all narratives, assurances, and attachments are incorporated and completed within your agency's CSBG Plan and Budget Proposal.

- 1) Introduction to the Agency
Completed and included items XIII. B. 1. a-e.....

- 2) Community Needs Assessment Narrative
Completed and included items XIII. B. 2. a-j.....

- 3) Community Needs Assessment
Completed and included in XIII. B. 3. Attachment A.....

- 4) Agency Budget
Completed and included in XIII. B. 4. a-d. Attachments B1, B2, and B3
& budget narrative.....

- 5) Board
Completed and included in XIII. B. 5. Attachment C.....
Board meetings schedule.....
Include Agency Tripartite Board's bylaws.....

- 6) Affirmative Action
Provided a copy of the agency's Affirmative Action Plan only if it
has been revised since the one last submitted to the Cabinet.....

- 7) ROMA Outcomes of Efforts Form for SFY 2011
Include with Plan and Budget Proposal in binder and tab.....

- 8) Agreement with local DCBS Office.....

- 9) Public Review Notice

- 10) Checklist
Completed and signed in XIII. B.5 Attachment D.....

I affirm that information submitted in the CSBG Plan and Budget Proposal for 2011 follows the guidelines of the SYF 2011 CSBG Solicitation Packet, and it is an accurate reflection of our projections for next year.

Executive Director's Signature: _____ DATE _____

CSBG Director _____ DATE _____