

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

for

July 1, 2019 – June 30, 2020

Submitted to

Cabinet for Health and Human Services

Department for Community-Based Services

Division of Family Support

Commonwealth of Kentucky

by

Community Action of Southern Kentucky, Inc.

Bowling Green, Kentucky

April 16, 2019

**Community Action of Southern Kentucky
Community Services Block Grant
PROGRAM WORK PLAN
SFY 2020**

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 2019 – 2020 program work plan in accordance with the Administering Agency's instructions for proposals.

- 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.**

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.

In FY 15 our agency revisited our mission, vision, values and guiding principles. Seeking input from all staff, the agency created a new mission statement, elevator speech, as well as beliefs, values and guiding principles for customers, community partners and staff. Our board approved the new mission/vision in July 2015 and we have been promoting the new language since. Next year we will once again review our mission, vision and values as required by the Organizational Standards.

Our Mission

We team with **community partners** to provide human services with **dignity** and **respect**, empowering people in Southern Kentucky to achieve **stability** and **economic security**.

About Community Action of Southern Kentucky

We have a **heart** for the people in our communities. We **believe** everyone **deserves** the **opportunity** to be **safe, clothed, fed, warm, educated, healthy** and most of all to have **hope**.

It is our **privilege** and **responsibility** to help people achieve these things and have access to all resources.

Beliefs, Values & Guiding Principles

To Our Customers & Communities

- We respect our customers. We treat everyone with dignity and respect.
- We conduct our business with strong ethical values. These values include honesty, respect, trust, responsibility, and fairness. We maintain the highest standard of ethics with our customers, employees and communities.
- We are committed to collaboration with our community partners and customers to enhance our ability to maximize our impact and resources. We recognize and accept our responsibility to the communities we serve.
- We work to strengthen families and other support systems. We make positive educational, social, and health interventions available so that families, individuals and children will succeed in school and life.

To Our Employees

- Employees are valued as our greatest asset. Employees possess immense powers of innovation, dedication, skill and a desire to help our customers. Working as a team empowers all of us to realize our full potential.
- We value diversity. We thoughtfully consider other's ideas and viewpoints and recognize our differences. We operate in excellence, prospering when an individual grows and meets new challenges.
- We treat all employees with fairness and dignity. We recognize performance, dedication, and measurable contributions to the Agency.
- We seek employees with integrity who are committed to preserving and enhancing the values and principles that reflect our Values, Beliefs and Guiding Principles through their own actions. We maintain an environment that encourages personal responsibility with the Agency and the community. We strongly believe that every employee makes a difference.
- By encouraging, cooperating and supporting each other as a team, we can continue to make a difference in the lives of our customers, communities and each other.

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 is governed by a board of directors, which includes one-third elected officials, at least one-third low-income citizens and advocates, and the remaining community representatives. 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 facilities in ten counties. With an annual agency budget totaling \$16 million, the Agency manages approximately ten major programs including, Children's Services (Head Start, Early Head Start, Migrant Head Start, and Child Care), Community Services (Community Services Block Grant, utility and rent assistance, food pantries, Garden and Scholarship Programs, case management, Tax Assistance, and other services), Assister Program, Refugee Services, Food Services, Senior Services, Retired Senior Volunteer Program, Transportation, Foster Grandparent, and Family Nurturing.

- 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, that should be included on e-mail correspondence or contacted for day-to-day CSBG programmatic or financial matters.**

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- c. Discuss the geographical area served by the Community Action Agency and distinguish the areas served by programs you provide. Describe your geographical/topical terrain, such as mountainous, remote roads for transportation in certain counties and lack of good infrastructure. Likewise, if you serve a more metropolitan area, you can demonstrate the segments of the city that are more densely populated by clients and distinguish how their issues relate to those locations. Please provide the most current information regarding the families in these counties and regions may require services unique to the agency's client population. Counties and regions need to be named as well as any type of infrastructure problems that currently exists that explains the lack of industry and jobs, travel issues, and any problems unique to the area that illustrate how this affects the clients' standards of living.**

The Barren River Area Development District (BRADD) is a ten-county region located in south central Kentucky consisting of Allen, Barren, Butler, Edmonson, Hart, Logan, Metcalfe, Monroe, Simpson, and Warren Counties. The 2016 Population Estimate for the BRADD area is 299,024, which is a 5.22% increase in population from the 2010 Census. As with the rest of the nation, and the state of Kentucky, the population of the BRADD region is getting older. The median age for the region in 2010 was 39.5 years as compared to 36.7 years in 2000. 2017 estimates indicate that the median age has risen to 40.4. *Source: United States Census Bureau FactFinder, "Community Facts," 2017.*

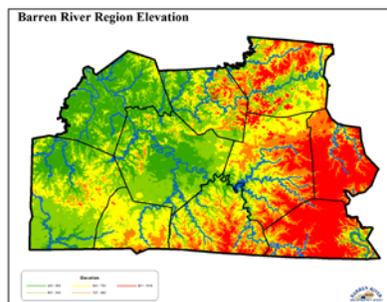
https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml

The racial composition of the BRADD mirrors Kentucky with a few exceptions; however, the region seems to be lacking racial diversity in comparison to a national standard. The population is predominately white with 90.06% of the total population identifying as Caucasian. The largest non-white segment is African American with 6.38% of the total population. The county with the most population diversity is Warren where only 84.6% of the population is identifies as white, while Metcalfe and Monroe counties are the least racially diverse county in the region with 96.6% of the population considered white. Simpson County has the largest percentage of Black or African Americans at 10.36%, while Warren County has the largest Asian population at 3.33%.

Report Area	White Total	Black Total	American Indian Total	Asian Total	Native Hawaiian Total	Mixed Race Total
Report Location	259,855	18,396	861	4,365	252	4,800
Allen County, KY	19,701	310	6	72	0	156
Barren County, KY	40,179	1,771	128	205	0	777
Butler County, KY	12,368	146	44	0	0	107
Edmonson County, KY	11,634	204	21	21	0	206
Hart County, KY	17,268	882	62	43	3	220
Logan County, KY	24,252	1,691	39	19	2	578
Metcalfe County, KY	9,448	160	6	44	28	91
Monroe County, KY	10,270	275	3	14	0	64
Simpson County, KY	15,300	1,822	154	30	0	274
Warren County, KY	99,435	11,135	398	3,917	219	2,327
Kentucky	3,859,516	350,242	9,052	57,084	2,584	92,837
United States	233,657,078	40,241,818	2,597,817	16,614,625	560,021	9,752,947

Data Source: US Census Bureau, American Community Survey, 2012-16. Source geography: County

The BRADD consists of approximately 4,000 square miles of flat to hilly terrain. Forty percent of the area has a karst topography, which has endowed the region with man spectacular grottoes, sinkholes, and caverns, including Mammoth Cave National Park in Barren, Edmonson, and Hart Counties, which is considered the longest cave in the world. The other 60% varies from gently rolling loess deposited soil material, to steep residuum material. The Barren River and Green River drain the area and there are two large flood control/recreation lakes in the region, Barren River Lake and Nolin River Reservoir. All but a small portion of the District is located in the Green River watershed. Elevations range from under 400 feet above sea level along the Western Green River plains to over 800 feet in the eastern hills of Metcalfe and Monroe Counties.



According to the 2017 estimates, the largest number of employees in the Barren River Area were employed in the following three sectors: Service Providing; Manufacturing; Utilities, Trade, and Transportation. *Source: Bureau of Labor Statistics, 2018* Currently, the major industrial employers in the region are the automotive; plastics; metals; food; and logistics, warehousing and distribution sectors. Agriculture continues to be a major component of the economy of the region with many counties ranking at the top of production in the state for beef cows, cattle and calves, burley tobacco, hay and alfalfa, milk production, soybeans, grains, and hog and pigs. Tourism, with the location of Mammoth Cave National Park, Barren River Reservoir State Park, Nolin Reservoir State Park, and numerous other natural and man-made attractions, continues to be a key and growing economic sector.



Transportation is a prominent need in the BRADD area. There are two public transit programs within the Barren River Area Development District. These systems serve the cities of Bowling Green and Glasgow. Both operate fixed route public transit systems. The City of Bowling Green’s transit system, GO bg, has an annual ridership of over 100,000 rides per fiscal year. Community Action of Southern Kentucky operates Go bg public transit serving the city limits of Bowling Green under contract agreement with the city of Bowling Green. The Glasgow transit system operates within the Glasgow city limits. All other forms of public transit throughout the service area operate on a demand response model.

- d. Describe how your agency engages low income individuals to participate in activities in the community. Please remember, low income individuals can participate in the development of services, in the needs assessment process, volunteering for special events, or serve on an advisory group/board or tripartite board.**

Community Action of Southern Kentucky, Inc. engages low-income individuals in a variety of ways throughout the agency. Most programs utilize volunteers throughout the year to enhance services, program operations, and customer support. Children Services utilizes parent volunteers in Head Start classroom activities and as decision makers on Policy Council. The Foster Grandparent Program is a program designed to engage individuals as role models, mentors, and friends for children with exceptional needs. The volunteers in this program that qualify as low income are eligible for a stipend to assist in their efforts as they assist the community and the agency. They also serve on the Foster Grandparent Advisory Council as decision makers for the program. The Retired Senior Volunteer Program (RSVP) pairs individuals with community organizations to help fulfill community needs. RSVP is also guided by an Advisory Council of volunteers. Community Services (CSBG) utilizes KTAP and Experience Works volunteers as receptionist in our offices and to help provide services to individuals and families. The agency engages low-income individuals across the service area to participate in completing the yearly Community Needs Assessment and attend community forums giving voice to their concerns, issues they face, and solutions they would like to see. Customers also have the opportunity complete a Satisfaction Survey throughout the year providing the Agency with valuable feedback related to programs, customer service, and facilities. Most importantly, as a recipient of CSBG funding, we operate under a tri-partite board of directors meaning one third of our board is or represents low income individuals and families. This ensures their concerns are heard and made known.

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-section of the community, agency and family? How often does your agency undergo the needs assessment process? What times/seasons of the year do you have input from stakeholders to your needs assessment tool?).

Each year, Community Action of Southern Kentucky, Inc. conducts regular, ongoing assessments of community needs throughout our designated ten county services area. The process requires input from both internal and external stakeholders, qualitative and quantitative data review, and an in-depth look at programs and services offered throughout the communities. The assessment process utilized a variety of strategies to collect information including; 1) formal surveys to participants, community members, faith based partners, educational institutions, elected officials, and service providers through paper survey, via email and use of survey monkey; 2) publicly advertised community meetings and unadvertised community meetings where staff are allowed time on another collaborative agenda; 3) discussion/participation with other educational and social service agencies in needs assessment planning meetings; 4) review of the latest Census data as well as other demographic data reports of our service area. Agency program staff, Policy Council representatives, Advisory Council members, and the Agency Board of Directors are involved in this systematic gathering of data and holistic analysis of the well-being of our community residents.

Community Action of Southern Kentucky worked in collaboration with Community Action Kentucky as well as sister agencies to create the survey that was used via Survey Monkey for online access. In addition to the online survey, paper copies were available for those without computer access. Community Service County Coordinators across the ten county area hosted community meetings in each of the counties served. These meetings served as an avenue for individuals to give voice to their concerns, discuss options and strategies for improvement, and begin collaborative work. Next, Community Action collected quantitative data about the counties in the service area. Data sources included www.communitycommons.com which compiles demographic, poverty statistics, employment, housing, education, etc. all in one location. Community Commons uses primary sources from the US Census Bureau, American Community Survey, US Department of Education, Department of Health, US Department of Transportation, among others. Other sources used for data collection include the Annie E. Casey Foundation and the United Health Foundation 2018 Annual Report. Next, the agency utilized a standard Community Needs Assessment Survey to provide feedback from consumers, stakeholders, community partners, board members, educators, and for profit partners.

b. Describe the methodology utilized to assure information is gathered from key sectors of the community to include: community-based organizations, faith based organizations, private sectors, public sectors and educational institutions. Please provide 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.

This year during the Community Needs Assessment process we analyzed demographic data from the Community Commons website. www.communitycommons.org Community Commons allows us to see trend data across the counties we serve in comparison to the cumulative BRADD Area, Kentucky and the United States. Information from the report is used throughout the document and the full document is included with the Needs Assessment in Attachment A. We also looked at FY 19 Section G data from the Castinet computer system as a way to compare the customers seeking services from the Community Services Office with the Community Commons data.

Next, we utilized the Community Needs Assessment Survey in both paper and online format. The online link was emailed to all staff who then shared with community partners, service providers, etc. We also posted the survey on the Agency web page and Facebook page. The paper copy was made available for all customers who may not have access to online services. Completed paper surveys were manually entered by staff to the Survey Monkey link. A copy of the completed assessment is included at the end of this assessment. The Needs Assessment process involved advertising Community Needs Assessment meetings in each county where groups discussed community situational data, discussed local needs and the causes behind poverty in their community, discussed resources available, and gaps in services. The meetings were organized and conducted by local Community Service Block Grant (CSBG) staff between August 2018 and February 2019, many times in collaboration with local Children's Services Centers, Senior Services Centers, local commodities distribution or other community meetings. In addition to these meetings, consumers were invited to complete a survey while applying for services in the local offices. Also, the Agency Board of Directors was given the opportunity to complete the survey at the local meetings, during the Board of Directors Meeting, or via survey monkey through email. A cross-selection of the community was represented through the process as outlined by those invited to participate in the process. One thousand and thirty-six individuals completed the Community Needs Assessment Surveys prior to analysis of data for this plan proposal.

The Agency's Head Start Program also completes a needs assessment yearly. Data for Head Start's Needs Assessment is collected from a variety of sources not limited to; U. S. Census Bureau, Kentucky Kids Count, Labor Force Data from Kentucky's Office of Employment and Training, FedStats.gov, Kentucky Postsecondary Education Profile and population estimates from the Kentucky State Data Center, Child Plus reports, Program Information Report (PIR), Family and Staff questionnaires and focus groups including Policy Council and Board Representatives, and other sources.

Last, but certainly not least, Customer Satisfaction Surveys were included in the assessment process. Customer Satisfaction Surveys were distributed throughout the agency and the link made available on the Agency webpage and Facebook. Paper surveys were available in every Community Services office. Customer Satisfaction feedback allows us to take a look at services we currently provide, staff, and culture. The completed surveys were sent to Central Office and entered into Survey Monkey for ease of analysis. A full copy of the report is located in Section 5.

Community Action of Southern Kentucky believes the concerns, thoughts, and beliefs of low-income persons and the local communities are the key to implementing successful programs. The Administering Board of Directors with at least one-third representation of low-income individuals or representatives must approve program activities for the agency. Consumers within all agency programs are encouraged to provide feedback regarding programs in which they participate. Homeless persons or advocates are encouraged to serve on the Agency Board of Directors as well as the regional Emergency Food and Shelter Program (EFSP) Board of Directors. Head Start parents as key members of the Head Start Policy Council make important decisions regarding personnel, finance, and activities for the Head Start Program. Foster Grandparents and Retired Senior Volunteer members serving as members of their Advisory Councils make important decisions regarding the RSVP and Foster Grandparent Programs, personnel decisions, and finance issues. Most importantly, many low-income individuals are active volunteers in agency programs and provide us with wonderful feedback on how to improve services.

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

c. Describe collaborative efforts with other community service organizations regarding the community needs assessment process.

Community Action of Southern Kentucky staff partner with local inter-agency groups to assess the status of services available in the community. This process assures that the agencies maintain an ongoing assessment of current social services and local needs. CSBG staff seeks to obtain involvement from a variety of community service organizations, including but not limited to public and private groups, faith-based organizations, neighborhood groups, vendors, business representatives, schools and local officials. Staff hand out surveys of local community needs assessment while attending local county meetings 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 with other agencies. This year staff gathered information from local Workforce Summits, attended community events to pass out surveys and talk to local community members, held resource fairs with community partners at their office to raise attendance, worked with the local Chamber of Commerce to advertise their meetings, and invited guest speakers.

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

- Adult Education
- Barren River Area Development District
- Bowling Park
- Department of Community Base Services
- Edmonson County Humane Society
- Edmonson County Senior Pantry
- Elected Officials
- Extension Offices
- Family Enrichment
- Family Options
- Family Resource Centers
- Foster Grandparent Program
- Gasper River
- Goodwill
- Head Start Centers
- Health Departments
- HOTEL Inc
- Housing Authorities
- LifeSkills Industries
- Morgantown Mission
- NECCO
- Office of Voc Rehab
- Protection and Permanency
- Senior Centers
- United Way
- USDA Housing and Rural Development
- WKU Rural Health

d. 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

Several parts of the service area have seen significant economic 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. **According to**

Bowling Green Area Chamber of Commerce celebrated the announcement of 19 economic development projects, totaling \$188.5 million in investments in new and expanded business creating 641 new jobs for South Central Kentucky. The Chamber was named one of four finalist nationwide for the Association of Chamber of Commerce Executive's 2017 Chamber of the Year. This was the fourth time the Chamber has been invited since winning the 2009 Chamber of the year. The Kentucky Chamber of Commerce Executives also honored them with two Excellence Awards. (*Bowling Green Area Chamber of Commerce Annual Report, 2018*) The Bowling Green Area Chamber is a collaborative effort of other area Chambers and strives to ensure that every county in the region is served by either their own economic development professional or by the Bowling Green Area Chamber of Commerce with their Menus of Services Program to promote industry projects, economic and job growth.

A major hub of the area is the city of Bowling Green, the third largest city in Kentucky according to the census data. In 2018 the City of Bowling Green was named "Best Place to Live in Kentucky" by *Money Magazine (A TIME Magazine Publication)*. Bowling Green was also listed in *2019 Travel Guide: Where to Go in the New Year –Maxim*, as a place to "pop into" for an "up and coming culinary destination."

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 sixty percent of the U.S. population, Bowling Green has experienced tremendous population growth and is home to people from around the world. Bowling Green, a city with a population of over 65,000, 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. The Bowling Green Area Chamber of Commerce recently celebrated the community's most recent national ranking by *Site Selection* magazine in their 2018 Top Metros annual report. Bowling Green ranked first in the magazine's list of high-performing metros among communities with populations less than 200,000 based on total economic development projects for the year.

Warren County was one of the first Kentucky counties to become a Work Ready Community, according to the Kentucky Workforce Investment Board. Barren County has recently certified. Allen, Hart, Logan and Monroe counties are Certified Work Ready in Progress. Butler and Simpson counties have submitted their letters of intent. Edmonson and Metcalfe counties are in the formative stages. To receive this designation a county must demonstrate the workforce capacity to staff existing jobs and to master the innovative technologies that new jobs will require in the future. Additionally, representatives from CSX and The Austin Company, a national site consulting firm, presented the Kentucky Transpark with the CSX Select Site certificate, designating Lot 6 as one of the premier manufacturing properties in the nation. The Kentucky Transpark's prestigious designation was one of only five business parks in the nation and the only one in Kentucky to be named a CSX Select Site.

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. South Central Community and Technical College has grown tremendously over the last few years and continues to partner with high school students and WKU providing general education, specialized trade skills and a host of degrees.

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 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.

Community Action of Southern Kentucky helps plan inter-agency meetings with community partners and other social service organizations to avoid duplication of services and identify gaps in services. The Agency is currently the convener of the Board for Emergency Food and Shelter for nine of the ten counties of the Barren River Development District; organizes Head Start Policy Council, several Advisory Committees, Community Collaboration for Children Regional Network, and others that focus on the issues of poverty. Community Action of Southern Kentucky also provides Poverty Simulation trainings throughout the Barren River Area Development District which give workshop attendees the opportunity to learn more about the realities of living in poverty. During the past year, we continued our partnership with WKU's Nursing Program. We hosted two Poverty Simulations for their Nursing and Social Work students, faculty and limited community partners. WKU believes in the experience of this simulation so much that they continue to host the simulation every semester and want all of their BSN students to participate. We hosted Warren County Board of Education administrators Warren Central High School faculty and staff and we are scheduled for four additional schools this summer.

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. Community Action began offering services specifically targeting refugees who have been in the United States at least one year but less than five years. We received additional funding to serve newly arrived refugees with job placement, case management, and other social services. Ongoing collaborations between Go bg Transit and The International Center are ensuring that residents have access to public transportation services and understand the transit system. A mentoring system has been developed in which volunteers will ride Go bg with new refugees to enhance familiarity and teach transfer stops and bus routes. Currently, Community Action of Southern Kentucky has staff members that speak Spanish,

Swahili, and Bosnian and the Agency website was updated with a translation feature that allows users to translate each Agency page into fifty-two different languages. Staff also have access to *In Every Language*, an over the phone interpreting service, and several contracted in-person interpreters to help serve non-English speakers. This allows greater access to non-English speaking individuals to learn about programs and services available.

While the area has a large number of limited English speakers, the number of trained interpreters is few. This has been a presenting problem when working with refugees in general but especially in the healthcare setting. Our Project Coordinator for the Refugee Services Department is licensed to provide Bridging the Gap Medical Interpreter Training for anyone who works in Kentucky. "*Bridging the Gap*" is a curriculum produced and provided by the Cross Cultural Health Care Program (CCHCP) in Seattle, Washington. We partner with WKU's Area Health Education Program to provide this training to health educators, health care providers, foreign language students and bilingual lay persons or anyone who are interested in enhancing medical interpreting skills because we know accurate communication is essential for services. To date 175 individuals have certified as interpreters. This is a tremendous help the community. We often contract with these individuals when providing services in our Refugee Services Department at Community Action.

The Affordable Care Act has enabled more Americans to have access to affordable health coverage. Through a contract with Kentucky Health Benefit Exchange and Community Action Kentucky, Community Action of Southern Kentucky has been subcontracted to provide Assistors for in-person assistance to help the uninsured apply for health coverage through Kentucky's HBE website. Community Action has 4 certified Assistors, two full time and two part time. Assistors provide outreach, education and enrollment services. Assistors help answer questions, give information about what health coverage is available to clients and help clients complete the application process through Health Benefit Exchange.

Needs

Small communities and the families we serve don't bounce back from job losses, closures, accidents, and unforeseen circumstances. The families we serve require support until they are stable to stand on their own. Over several years many local businesses have made major layoffs or shut their doors completely. The major employers in many of the rural counties are located on the very edges of town with no public transportation available which is a major barrier for many families. Often entry positions are on second and third shift which doesn't work for families with small children in the home due to childcare availability. We also hear employers say they have a difficult time with prospective employees passing drug screens, showing up on time and maintaining attendance. As a member of the Chamber of Commerce's Team Workforce, we trying to bridge the gap between the 5,000 job openings in South Central Kentucky and the unemployed.

Agencies continue to make adjustments resulting from funding cuts, decreased donations, and higher cost to programs while focusing on providing quality services. While families struggle to meet their needs the agencies they depend on in moments of crisis have been faced with tough decisions, potentially fewer services, and reduction in office hours to the communities.

Additionally, families and individuals that use services throughout the region to stay in their homes such as meal delivery and respite care are also struggling with decreased funding that could have dramatic impact for these individuals concerning health, nutrition, housing, and community engagement.

The Basic Economic Security Tables (BEST) for Kentucky, is a measure of the basic needs and assets individuals and families require for economic security throughout a lifetime and across generations. The BEST captures the local variance in prices which determine how well incomes allow families to make ends meet. The core BEST Index contains basic budget items essential to all workers’ health and safety: housing, utilities, food and essential personal and household items such as clothing, household products and a landline telephone. Basic needs are not enough to ensure financial stability.

BEST gives us a snapshot of Economic Security in Kentucky. This presents new state-level BEST data calculated by the Institute for Women’s Policy Research. BEST data for many more family types than shown here are available at <http://www.basiceconomicsecurity.org/>.

Economic Security Snapshot

- Only 70 percent of Kentucky’s working women and men (aged 19–64) are economically secure, meaning their family household income is enough to meet monthly basic expenses and reach modest asset development goals. Kentucky ranks 22nd among the 50 states and the District of Columbia for its share of working adults with economic security. Amount of income working adults with employment benefits need for basic economic security in Kentucky...

Single working adult	Single parent with infant	2 working adults with 1 infant, and 1 preschooler
\$27,936	\$41,052	\$66,288

For Working People with Employment-Based Benefits

- In Kentucky, a single working adult with employment-based benefits (including health insurance and a retirement plan) needs an hourly wage of \$12.97 for full-time work (defined as 176 hours per month) to have basic economic security from earned income (see Table 1), well above the state minimum wage of \$7.25. 6 Working single adults with benefits need an income that amounts to \$2,283 per month or \$27,396 per year.
- A working adult with one preschooler and one schoolchild needs an hourly wage of \$26.34, or an income of \$4,635 per month or \$55,620 per year, to be economically secure (Table 1).

For Working People without Employment-Based Benefits

Working adults without employment-based benefits need a higher income to have basic economic security. Without benefits, workers need to pay for health insurance and save for retirement on their own.⁷

- In Kentucky, a single working adult without benefits needs an hourly wage of \$13.40 for fulltime work, or an income of \$2,358 per month or \$28,296 per year, to be economically secure.

Table 1. Amount of Income Needed for Kentucky Working Adults with Employment-based Benefits to be Economically Secure, Selected Family Types, 2016

Monthly Expenses and Wages Needed	1 working adult	1 working adult, 1 infant	1 working adult, 1 preschooler, 1 schoolchild	2 working adults	2 working adults, 1 preschooler, 1 schoolchild
Housing and utilities	\$518	\$581	\$581	\$518	\$581
Food	\$267	\$381	\$581	\$489	\$776
Transportation	\$490	\$560	\$560	\$966	\$1020
Childcare	\$0	\$559	\$966	0	\$966
Personal Care & Household	\$289	\$355	\$429	\$372	\$501
Health Care	\$178	\$316	\$508	\$355	\$562
Emergency Savings	\$83	\$125	\$203	\$126	\$203
Retirement	\$56	\$56	\$56	\$67	\$67
Taxes	\$402	\$639	\$926	\$556	\$1037
Tax Credits	0	-\$151	-\$175	0	-\$176
Monthly Total (per worker)	\$2,283	\$3,421	\$4,635	\$1,724	\$2,768
Annual Total (per worker)	\$27,396	\$41,052	\$55,620	\$41,376	\$66,432
Hourly Wages (per worker)	\$12.97	\$19.44	\$26.34	\$9.80	\$15.73
Additional Asset Building Savings (per month)					
Children's Higher Education	0	\$108	\$216	0	\$216
Home Ownership	\$57	\$89	\$89	\$57	\$89

Notes: "Benefits" include employment-based health insurance and retirement plans. Infants are aged 0–12 months, preschool children are 13 months–4 years, and schoolchildren are 5–12 years. Hourly wages are for 176 hours per month. Source: IWPR compilation of data from the Basic Economic Security Tables available at www.basiceconomicsecurity.org.

- A working adult with a preschool and school-aged child who does not have employment based benefits needs to be paid \$26.18 per hour for full-time work, which amounts to \$4,608 per month or \$55,296 per year, for basic economic security.

The BEST Index shows that living above the federal poverty threshold is not necessarily enough for basic economic security. In 2017, the federal poverty line for a single adult under age 65 was \$12,752 (\$14,644 less than the \$27,396 income a working single adult in Kentucky needs for economic security) and \$19,479 for a household of three with two children under age 18 (\$35,871 less than the \$55,620 income a working adult with a preschooler and school-age child needs to be economically secure).⁸

The majority of the Barren River Area with the exception of Bowling Green and Glasgow lack 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 all hours of the day or to the entire City of Bowling Green. Last year, HOPE House Ministries offered a Ready to Work Shuttle. The shuttle provided transportation outside of Bowling Green city limits to the Transpark six times daily. Individuals could purchase weekly fare for \$15 or pay \$25 for 5 round trips. The service has been discontinued at this time.

Other community needs include access to decent, safe, affordable housing and affordable childcare services. Affordable housing continues to plague many communities and individuals we serve as utility deposits, groceries, and other necessities continue to rise simultaneously. Minimum wage income households lack safe, affordable, housing opportunities. Furthermore, affordable housing in most rural areas is very limited in location. Childcare is an expense that has to be paid if individuals want to move forward. They want safe, secure, locations for their children so they can work and get ahead yet the burden of the expense is sometimes more than an individual makes. Families are making choices between food, medicine, housing, work, and childcare.

Food insecurity continues to rise. According to the *Kentucky Department of Education, Division of School and Community Nutrition*, seventy-seven of the ninety schools in our services area are CEP or Community Eligibility Provision schools meaning schools do not collect household applications for free and reduced lunch but all students receive free lunch. Schools are then reimbursed based on a percentage of directly certified students in their schools. Good nutrition sets the stage for adequate learning, daily work, health and wellness, and many other benefits.

South Central Kentucky is home to twenty-eight international companies that represent eleven countries. There are fifty-five different languages spoken in the Bowling Green City Schools. 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. As several nonprofits struggle with funding cuts and being asked to do more with less there is more competition for local support among all nonprofits. This leads to decreasing donations to 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

Community Action of Southern Kentucky recognizes employment training activities help low-income households obtain the skills and knowledge 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 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.

Community Action is involved with the Chamber of Commerce's Team Workforce Initiative. Team Workforce brings local service providers who are working with individuals in the community to obtain employment together with the local Career Center and as a group we discuss issues, employment opportunities, host Career Connection events, and work with employers to fill positions. The Chamber and the Career Center have contracted with service providers creating Access Centers in the outlying counties. Community Action is happy to be part of this process and looks forward to the services that will be available to families in the future because of this partnership. Routine Career Fairs are held within Barren and Warren counties to interview for multiple positions throughout South Central Kentucky and the job openings are often shared via the Workforce email listserv. Currently, there are approximately 5,000 jobs available in South Central Kentucky according to the Chamber of Commerce.

Job Development and literacy are special projects 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. Education and training assistance is funded, in part, by the Dollar General Foundation and utilizes staff to focus on increasing and improving education and computer skills of Agency participants. While working with individuals to meet their employment related goals staff will make referrals to the Department of Employment Services and other private sector employers.

The Agency continues as a sponsor/host for training programs such as Experience Works, KTAP, Work Experience Program (WEP) as well as Southern Kentucky Community and Technical College's Work and Learn Program and Ready to Work Program. 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 of Community Action of Southern Kentucky's programs including Community Services, Head Start Centers, Childcare Centers, and Senior Centers.

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.

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

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 contact with prospective employers, application/resume assistance, notification of job leads, one-on-one counseling assistance with child care/transportation arrangements, etc. The Family Self Sufficiency Program offers such services directly to support participation in employment opportunities.

Community Action of Southern Kentucky offers an Employment Enhancement Program through CSBG funding and is operated by Community Services staff. The Employment Enhancement Program is a work plan for the unemployed and underemployed population that they serve throughout our Agency. These work sessions focus on employment enhancement education to better prepare participants to obtain, maintain and / or upgrade employment. Many low-wage workers have limited education and few skills in seeking employment. Work sessions are facilitated to develop self confidence, filling out job applications, how to handle interviews, resume building, dressing for the interview and discovering how the skills they possess will be useful in their employment search. The work sessions include simulations so each participant have a chance to experience the roles they may be playing in real life employment seeking situations. Additionally, staff work with clients to identify and address 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 are collaborative in nature as they work with other Agency Staff, community partners, local employers and employment agencies to identify opportunities within each community to ensure success in gaining meaningful employment.

Community Action provides employment and case management services for refugees from arrival up to five years. These services require regular use of interpreters, cultural awareness, and close work with the local resettlement agency. The Refugee Project Coordinator networks, educates, and engages local employers about the Refugee Program and the benefits of hiring refugees locally. These outreach efforts are crucial to the success of the program and development of these relationships will provide local employment and on-the-job training opportunities for refugees. This year services are expanding to target youth employment services. We are working with the Bowling Green City Schools and the Warren County School System to incorporate youth employment education into their weekly school curriculum.

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 Southern Kentucky Community and 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. Adjacent to that, a regional high school technical center known as, the Warren County Schools Area Technology Center is located. 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.

Needs

When analyzing our data from community needs assessment, community meetings and other organizations we found that many of the findings overlapped. People want living wage jobs and jobs in their communities not in the neighboring county or several counties over. The issues that often arrive with these desires are transportation, working atypical hours and without adequate childcare, and family support. It is often easier and more cost effective for them to rely on public assistance than work multiple local jobs. Their public benefits start to decrease more rapidly than their wage earnings increase and the offset is too drastic without social supports.

According to the Chamber, there are approximately 5,000 open positions across South Central Kentucky that range in skill and pay. Furthermore, *Kentucky’s Work Force Progress and Challenges Report* (2018) reported that 84% of Kentucky employers cannot find qualified workers for the jobs they have available and they have concerns about filling jobs they plan to create in the future. During the community meetings, several repeated themes were mentioned from the employer perspective including; employers can’t find reliable workers, workers can’t pass drug screens, attendance issues, and soft skills. Positions are available but employers are having trouble filling or keeping them filled.

Other issues to note, is the trend of some manufacturers hiring only through temporary agencies. To have the opportunity for full-time and part-time positions, you must first be placed with them through a temp agency in their facility. It is common to work in a temporary position then moved to another position within the same company without being hired full time.

The other concern is finding employment for customers with criminal histories. Depending on the severity of the crime it can make future employment nearly impossible unless someone is hired by private business owner. Often these positions are few and far between.

2. To attain an adequate education

Strengths

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 more in depth educational needs assessment is performed, educational goals are included in the services plan, and referrals are made to the appropriate adult education programs. County Coordinators may make referrals when appropriate as a component of service planning. Follow-up supportive services many include the acquisition of textbooks and supplies, GED test scheduling, advocacy, and progress checks.

The region is served by three colleges and one university located in Bowling Green. Five additional colleges or university campuses can be found within the Barren River Area. According to the *Kentucky Education Cabinet*, thirty-seven colleges and university campuses and ten technical schools are located within sixty miles of Bowling Green.

Western Kentucky University (WKU), one of the fastest growing universities in the state, maintains a growing campus in Bowling Green, 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. 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 service operated by Community Action of Southern Kentucky for the City of Bowling Green. GO bg transit operates multiple transit services within designated areas of Bowling Green. The six (6) routes focus on connecting GO bg transit and WKU Topper Transit, and WKU South and Main campuses, providing a link between student housing and WKU Campus' with transfer points between systems to access shopping, restaurants, hospitals, and other areas of the city. GO bg transit operates a total of six routes Monday – Friday. The Second Saturday Shuttle operates 9:00 am – 3:00 pm the second Saturday of each month so riders can participate in the City of Bowling Green's Second Saturday events, as well as shopping, entertainment or other desired destinations. The fleet consists of 22 vehicles, including 19 buses (all lift or ramp equipped) and 3 vans (1 of which is lift-equipped). Accessible vehicles are in use in all services to provide access for persons with disabilities.

Lindsey Wilson College operates a satellite campus in Allen County on the Scottsville Square. The satellite campus continues to grow and now offers: Associate of Arts in Business Management, and Associates in Criminal Justice, Bachelor of Arts in Human Services and Counseling, Bachelor of Business Administration, Bachelor of Criminal Justice, and a Masters of Education in Counseling and Human Development.

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, Southern Kentucky Community and Technical College reported enrollment continues to increase. Additionally, PJ's Beauty College, South Central Kentucky Barber College, The Regina Webb Academy, and Lindsey Madison Institute offer programs for those interested in cosmetology and barbering.

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 Southern Kentucky Community and Technical College and Kentucky Community & Technical College System and Western Kentucky University, the Kentucky 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. Adjacent to that, a regional high school technical center was constructed. It is known as the Warren County Schools Area Technology Center. The school has five training programs, auto technology, welding technology, construction technology, information technology, and health science.

Adult education programs in each county include those sponsored by the Southern Kentucky Community and Technical College 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 offers a 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.

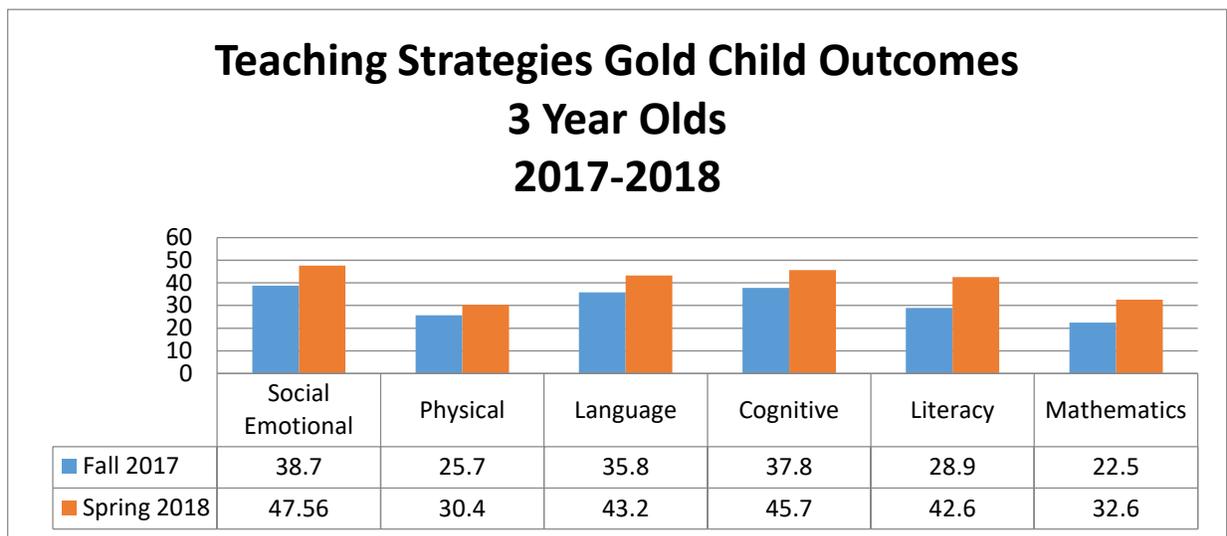
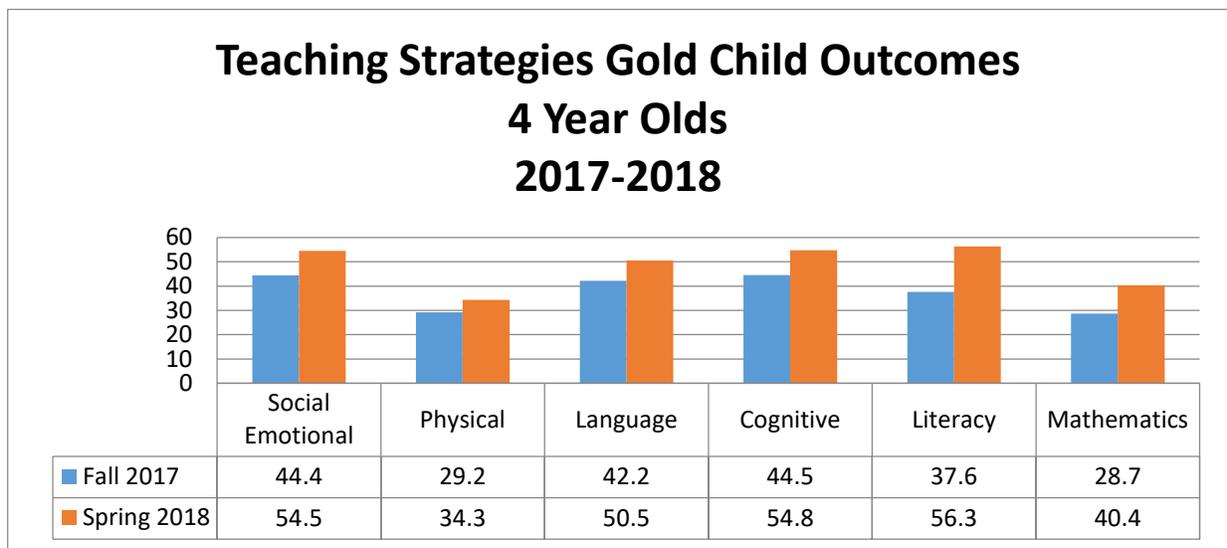
The Head Start/Early Head Start provides school readiness services for children birth (6weeks) to 5 years old. The children and families receive comprehensive services as the Head Start Program, health services, nutrition services, family partnership and academic services. We hope to offer a continuity of care by through the Early Head Start and Head Start programs. Our current funding slots are 589 Head Start and 32 Early Head Start. The Agency's Migrant Head Start Program is a delegate of the Community Action Council in Lexington, funded to serve forty children and families. To be eligible, the family must have an income eligible child, moved in the past two years for the purpose of agriculture, and over 50% of their income must have come from agriculture. Children in the Migrant Head Start Program receive instruction in Spanish with an emphasis on children learning English as well.

Our school readiness plan is aligned with the Kentucky Statewide definition of school readiness, the Head Start Early Learning Outcomes Framework and the Kentucky Early Childhood Standards.

We use *The Creative Curriculum for Preschoolers*, *Creative Curriculum for Infants, Toddlers, Two's*, and *Second Step Anti Violence Curriculum* to provide high quality instruction.

Teaching Strategies GOLD is an on-going assessment used to measure developmental progress in the areas of Cognitive, Social Emotional, Physical, Language Development, Literacy and Math, Science and Social Studies.

The data below shows individual student growth based on teacher observation.



Community Action has seen a significant increase in the number of children for whom English is not their primary language. One hundred and five children 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 children continue to speak Spanish however we are seeing an increase in other languages as well; 11 Middle Eastern and South Asian, 8 East Asian, 4 European and Slavic Languages and 5 African Languages. The Agency has a Translator (Spanish) on staff 48 weeks for 40 hours per week to assist primarily Latino children with transition in and out of Head Start.

Community Action manages an on-site child care center in a housing complex for primarily single parent students. Through a grant with Kentucky Housing Corporation, Wabuck Development built the complex 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 development is located in an area formerly known as the Bowling Green Enterprise Community. Traditionally consisting 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. 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.

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 nine classrooms of children in Warren County, one classroom in Barren County, and two classrooms in Metcalfe County so that parents can work and/or attend school. The Early Head Start programs also offer extended services. Children in Early Head Start attend Monday – Friday, 6.5 hours a day, for a total of 1380 hours per year.

CSBG funds 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 awarded a \$1,000 scholarship to graduating high school seniors and non-traditional students throughout our region, for a total of nine scholarships and \$9,000.

Literacy, basic computer education, and Parent and Child Together time (PACT), is funded, in part, by the Dollar General Literacy Foundation. These services utilize staff to focus on increasing skills and improving lives of Agency participants in Allen County. The PACT component is coordinated by the Head Start staff who are trained and experienced working with children and parents. PACT consists of regularly scheduled opportunities for parents and children to play and work together as a way to promote literacy. Basic computer education is offered in the computer lab at the Community Action building and the local Community Services Coordinator can offer structured classes, one-on-one assistance, or open computer lab time as needed. Community Service staff can also use this time to assist with resumes and online job applications as needed.

The Bowling Green Area Chamber of Commerce in partnership with Bowling Green City Schools, Warren County Schools, the Warren County Technical Center, and local businesses presented the SCK LAUNCH Experience. Over 2,800 students attended a hands-on career expo at the NCM Motorsports Park in 2018 where they spent two hours exploring many of the careers available in our region through interactive exhibits set up by local businesses. Seventy-three educators from eight businesses linked students in the fields of Healthcare, Hospitality, Manufacturing, or Professional Services for one-day externship programs to gain hands-on exposure of careers available in South Central Kentucky. Five hundred and fourteen students participated in small group shadowing with sixteen businesses over the course of five days to experience a “day in the life” of a business environment to gain deeper knowledge about existing careers and skills needed for success in the workplace. It is a great opportunity for students to take the first steps in planning their future. Educators from each participating school escort the students through the expo to ensure they have a truly educational experience. Career sectors the students visit are construction, healthcare, hospitality, manufacturing, professional services, transportation, distribution and logistics, and public service.

South Central Kentucky is home to the first community in the world to implement The Leader In Me in grades K-12 across two school districts. Our community now has ten Lighthouse schools—more than any other community in the state. The Leader In Me program teaches 21st century leadership skills based on Stephen Covey’s “The 7 Habits of Highly Effective People.”

Needs

According to the *US Census Bureau, American Community Survey, 2012-16*. Source geography: County, 17.85% of adults who live in the Barren River Area do not have a high school diploma, 36.34% have high school only, 19.19% have some college, 7.17% have completed an Associate’s Degree, 11.69% have a bachelors, and 7.77% have a graduate or professional degree. Warren County had the highest post-secondary percentages with closest access to WKU and other community colleges and Hart County having the lowest percentages.

Report Area	Percent No High School Diploma	Percent High School Only	Percent Some College	Percent Associates Degree	Percent Bachelors Degree	Percent Graduate or Professional Degree
Report Location	17.85%	36.34%	19.19%	7.17%	11.69%	7.77%
Allen County, KY	23.59%	35.8%	19%	8%	8.1%	5.5%
Barren County, KY	18.26%	40.5%	18.9%	6.8%	9.3%	6.3%
Butler County, KY	22.43%	43.2%	15.7%	8.3%	5.4%	5%
Edmonson County, KY	23.03%	40.2%	18.8%	6.1%	7.9%	4.1%
Hart County, KY	25.43%	41.6%	15.4%	6.1%	6.5%	4.9%
Logan County, KY	21.31%	39.5%	18.4%	7.4%	9.1%	4.3%
Metcalfe County, KY	23.97%	38.2%	20.9%	5.5%	5.6%	5.9%
Monroe County, KY	24.77%	41.2%	12.4%	6.2%	8.6%	6.8%
Simpson County, KY	15.96%	43.3%	20%	6.6%	8.8%	5.4%
Warren County, KY	12.3%	30%	21%	7.7%	17.5%	11.6%
Kentucky	15.36%	33.3%	20.8%	7.8%	13.4%	9.3%
United States	13.02%	27.5%	21%	8.2%	18.8%	11.5%

Data Source: US Census Bureau, American Community Survey, 2012-16. Source geography: County

Almost 42% of the clients served through Community Action's Community Service offices do not have a high school diploma, 42 % have a high school diploma or GED, 9.8% some post secondary education and only 6% have completed a bachelor's degree or higher. These indicators are relevant because education level is directly linked to the types of employment opportunities available to individuals affecting household income, health, housing, and family stability.

This is also important information to consider when the Chamber reports 5,000 open positions throughout the ten county area and our staff working with individuals trying to gain employment. We need to understand the education, skill level, and certification requirements that employers are looking for so we can adequately help individuals obtain the necessary qualifications to gain employment.

As with most post secondary institutions, WKU has continued to increase full time tuition. Full time students at WKU will pay \$5,401 for full-time undergraduate level course work per semester or \$450 per credit hour for part-time undergraduate course work and \$607 per credit hour for graduate level in state tuition. South Central Kentucky Community and Technical College's tuition cost is \$169 per credit hour.

The fee to take the GED test has steadily risen over the years. The cost of the test is \$30 per module for a total of \$120. The test and study guides are now digital and the test three hours long. Each person must have keyboarding skills and other skills such as "drag and drop" and "click and paste" to take the test. The increase in cost and the new computer skills required can be more challenging for someone who wants to pursue educational opportunities and become more self-reliant.

Community Action Head Start Centers have a funded enrollment number of children and 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.

In outer communities, 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 Services Staff determine the need for income management services during the intake interview process. Private counseling on financial planning and consumer education takes place between Community Services Staff and low-income households as benefits are issued. Referrals are made to the Kentucky Transitional Assistance Program (K-TAP), Child Support Office, the local DCBS office, and others deemed appropriate.

Community Action offers individual and group training related to budget counseling and income management. Specifically, individuals and families accessing housing assistance 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 SNAP benefits, cooking with the food in the pantry, and using coupons. For example, Community Action of Southern Kentucky in collaboration with the University of Kentucky Extension office in several counties provided food preservation classes in conjunction with the Community Action Garden Program. In preparation for the Garden Program, the County Coordinators contacted the Extension Office and developed expos/kickoff events to generate interest in gardening and preservation classes. The County Coordinators worked with Kentucky Nutritional Education Program (KYNEP) and Expanded Food and Nutrition Education Program (EFNEP) Agents to schedule food preservation and cooking classes following the events throughout the summer. These classes generate interest for healthy eating and safe preservation of garden produce for the pantry and freezer. New recipe ideas, along with couponing and different methods of cooking, and using leftovers, educate individuals and families in stretching the food dollars that are available. The classes show participants many cost saving techniques that are a great value for our low-income families.

Community Action partners with Feeding America to participate in their Farm to Food Bank Program in Simpson County. Twice a week a community business would pick up fresh produce in a neighboring county and the CSBG County Coordinator arranges volunteers to distribute the produce throughout the community. The program itself is not income limited, however concentrated efforts are made to deliver to low income areas in the community. Additionally, the local Wal-Mart contacted Feeding America to make weekly surplus donations to distribute with the Farm to Food Bank Program. This is not old or unusable produce but fresh from the truck corn, grapes, oranges, kiwi, mango, lemons, cherries, blueberries, plums, carrots, and honeydew melons among other items. Community Action staff worked with community partners to offer food demonstrations and cooking tips for food items they were distributing in the community. Many individuals received produce they have never had the opportunity to buy such as mango, avocado, and kiwi.

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, bathroom, and floor cleaners.

This was the seventh year Community Action of Southern Kentucky has been the facilitator for the Barren River Asset Building Coalition and the tenth year Community Action has been involved offering free assistance with tax preparation in several counties. Other partners in the coalition are Barren River Area Safe Space, The Housing Authority of Bowling Green, Logan County Good Samaritan, PNC Foundation: Economic Justice Institute and local volunteers.

Three sites have the option for on-site tax preparation this year (Logan, Simpson, and Warren). All counties served through Community Action are being directed to myfreetaxes.com in which they can prepare their taxes for free themselves with the assistance of a certified tax preparer on chat if necessary.

Community Action of Southern Kentucky GO bg transit is making great strides to meet the needs of public transportation in the Bowling Green area. Management decisions and marketing efforts continue to develop and improve the transit system. GO bg transit offers individuals a safe, economical, means of getting where they need to GO. Cash fare is \$2 per trip. Various discounts are available, including GO Passes with 4 trips for \$5 or 9 trips for \$10, good any time on fixed route or shuttles. Half-price cash fare during non-peak hours is available for persons over age 65 or any age with disabilities, showing an identification card issued by the transit system. A student pass is available for \$50 per semester with a student who purchases fall and spring semesters riding free all summer. Western Kentucky University subsidizes this pass selling it to students for \$10 per semester. WKU is offering each student who signs up for their "Car Free Initiative" a free pass for the fall semester. Monthly passes are available for \$40 per month for unlimited rides. For transit dependent riders, public transit removes barriers and provides access to education, employment, goods, services, treatments, internet access and other needed programs. Improved access to these services increases the quality and in many cases the length of life for these riders.

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, Butler, and Barren counties collect gifts for needy families. In many of these communities, Community Services Staff coordinate this service. Last year, Community Services was contacted by an agency in Barren County to collect toys for individuals and families we serve. The Foster Grandparent and Head Start Programs work collaboratively with community partners during the Christmas season as well. 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. For the past two years, Community Action was contacted by the local Cumberland Presbyterian Church who wanted to adopt ten families for Thanksgiving and ten families for Christmas. Each family received two large food boxes for during the holidays with ham and all of the sides for a holiday meal, desserts, drinks, and candy for the children. For Christmas, each family was asked their clothing sizes and what they would like to received. Parents were included in the ask. It was a blessing to deliver both holidays to the selected families in need and a wonderful experience to work with the church.

Needs

Many families continue in their struggle to make ends meet while working more than one job. Employment with few to no benefits are often the only opportunities available to lower-income

families. Gas prices are stable however homes that are not energy efficient are not saving our clients on utility costs. The cost of heating or cooling causes a financial strain on the low-income individuals who try to maintain their home for medical reasons and for their children. One of the notable increase cost families have seen has been in food prices and fresh produce over the past year. As we try to help families eat healthier and less processed those were the areas that saw the biggest increase in price.

Families are struggling to make ends meet often making tough choices between paying for food, medicine, utilities, and/ or rent. Families with limited income continue to be tempted by society's attraction to have more material items, a desire to be like everyone else. 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.

The results of our Community Needs Assessment reported the desire for more access to low interest loans and more knowledge about available mainstream financial resources. We are working on ways to help families with this 'need' and still provide the education and understanding that repayment of loans is a must. Credit scores are important and loans are short term solutions. Others who provide financial counseling (HANDS and Extension Office) have had the same lack of response to offered services as we have. Customers have said they want one-on-one counseling, education to build assets, and/or savings counseling yet they do not keep appointments.

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

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 like HOTEL INC., and organizations, such as, local ministerial groups, veterans' organizations, school groups, and charitable organizations. HOTEL INC., serves the impoverished and homeless in Warren County through foundation grants, donations, and fundraising. They offer case management, financial assistance, and aftercare among other

services. HOTEL recently reported, in a meeting with the City of Bowling Green, the length of time to become housed has increased from 147 days to 216 days.

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 home ownership-counseling program, and to remain welfare-free for one year prior to expiration of the contract.

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. Warren County expanded the Section 8 housing program allocating some of the vouchers to HOTEL, INC and LifesSkills whereas previously they were only going to the Salvation Army and Barren River Area Safe Space.

Community Action partners with the Homeless and Housing Coalition of South Central Kentucky. This is a community-wide collaboration that works to connect, to coordinate, and to resource our community's efforts to identify and eliminate those conditions that inhibit/prevent persons and families from access to safe, affordable, and permanent housing. The Coalition created, printed and distributed the "Barren River Area Renter's Handbook: Protecting Yourself and Your Family When the Laws Don't." This handbook was created to educate and empower renters by providing basic information about protecting their rights. The sections covered in the book include what to do before you move in, on move-in day, while you live there, when you move out, how to protect your rights, and what to do if you are evicted. There is also a section comprised of community resources should they be needed. The Coalition is also the catalyst for bringing "Room in the Inn" to Bowling Green. Members of the Coalition visited Nashville, TN where Room in the Inn began in 1986 when four congregations committed to shelter homeless individuals in the winter. The Coalition patterned the Bowling Green Room in the Inn after Nashville and started working with local churches to gain commitment. From November to March 31st different churches agree to shelter homeless individuals from 6pm to 6am providing them with a food, a place to shower, fellowship, and warm place to sleep. There is a neutral pickup and drop off location daily. Volunteers throughout the community from partnering organizations and community work varying 2 hour shifts i.e., registration, evening pickup or morning drop off. The program has been very successful with between 12 and 25 individuals participating on a given night. Simpson County has also started a similar program. They are not open every night through the week however they do provide lodging three to four nights. Barren County continues to explore the possibilities of starting the program in their community as well as the option of a homeless shelter.

Needs

According to the *United Way of Southern Kentucky Community Needs Assessment*, the concern that ranked #1 overall and across all demographics was “individuals and families meet their basic needs for food, shelter, and other necessities.” Following at #5 was “people live in safe, affordable housing.” The cost of housing increases at greater strides than does the household income. The median household income as reported on *Community Commons pulled from the US Census Bureau, Small Area Income & Poverty Estimates. 2016. Source geography: County* for Kentuckians is \$46,610 and the median household income for the BRADD services area ranges from \$33,425 to \$47,253. Allen, Barren, Butler, Logan, Simpson and Warren counties have median incomes over \$40,000 however only Warren reaches/exceeds the Kentucky median income. None of the counties meets the U.S median income of \$57,617. Utility deposits are a substantial burden as they continue to increase prohibiting many families from being able to afford other move in expenses.

Report Area	Estimated Population	Median Household Income
Allen County, KY	20,421	\$41,368.00
Barren County, KY	43,287	\$40,274.00
Butler County, KY	12,828	\$41,701.00
Edmonson County, KY	12,086	\$38,395.00
Hart County, KY	18,510	\$36,628.00
Logan County, KY	26,757	\$43,985.00
Metcalfe County, KY	9,983	\$33,562.00
Monroe County, KY	10,692	\$33,425.00
Simpson County, KY	17,856	\$45,643.00
Warren County, KY	121,066	\$47,253.00
Kentucky	4,411,989	\$46,610.00
United States	318,558,162	\$57,617.00

Data Source: US Census Bureau, Small Area Income & Poverty Estimates. 2016. Source geography: County

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. The City of Bowling Green, recently conducted a meeting with stakeholders, community service providers, and interested parties to discuss homelessness and housing needs in Bowling Green. The group, including Community Action, discussed issues that perpetuate the plight of the homeless we work with including; underemployment, lack of mental health treatment, limited public transportation, elderly released from hospital/nursing facility without a case plan or home address, jail release with no permanent address, and lack of affordable housing. We also discussed projects and programs to move forward. During the meeting, the Director of Bowling Green’s Department of Neighborhood and Community Services reported having 616 Section 8 Housing Choice Vouchers in use and 968 people on the waiting list. *Apartmentlist.com* estimates Bowling Green’s median two bedroom rent at \$790 a month. Affordable housing is defined as housing that cost 30 percent or less of an individual or family’s income for rent or mortgage payments. Spending more than 30 percent is known as ‘rent burdened.’ “In Bowling Green, about 45 percent of the city’s estimated 15,800 renters are rent burdened, and about 28 percent of its estimated homeowners are cost burdened by their mortgage payments” according to an article

published in the Bowling Green Daily News (December 2018). The City of Bowling Green hired a consulting firm, Bowen National Research, to analyze the housing market of Bowling Green and offer insights and solutions. We are currently waiting for those results.

Many of our homeless shelters remain at full capacity with few available slots for the growing homeless population or have guidelines that separate nontraditional families from sleeping in the same area which discourages them from staying in the shelter at all. 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. In a recent meeting with the City of Bowling Green, the Salvation Army reported staying at a consistently high level for the past three years. Max capacity for the shelter is 127 however due to the high need they have sheltered as many as 152 using cots and blankets.

A report released September, 2017 by the *Kentucky Department of Education* detailed the number of homeless students by school district for the school year 2016-2017. There were 28,650 total children reported homeless for the 16-17 school year across the state of Kentucky. One thousand four hundred and twenty-three were from the Barren River Area Development District and Community Action Service Area.

Emergency Food and Shelter Funding is one way the Agency is able to help individuals and families maintain safe, adequate housing and prevent homelessness. These program funds can be used when a family has suffered a one-time economic crisis and be payable for rent expenditures. However, funding is restricted to one month only. Many families suffering an economic crisis may be in need of additional resources or more than one month to get back on their feet.

The Community Services Staff conduct outreach, referral, eligibility determination, and application activities for the Home Weatherization Program. If during the intake interview the need for weatherization is determined, steps are taken to enroll program participants in the 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. Due to the restrictions placed on the Weatherization funding it is difficult to find contractors willing to participate in all of the mandated trainings without reimbursement. It is also difficult to find laborers when trying to compete with major construction company rates of pay.

- 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

Community Action of Southern Kentucky provides comprehensive emergency services for participants in Agency programs from a vast array of funding sources. Unless these immediate needs are met, it would be nearly impossible for an individual to move forward in any capacity. The participant's crisis, whether it be rent, food, utility, or employment is often their sole focus

and until addressed through intervention, voucher assistance, food assistance, case management, or referral they cannot be open to progress. This assistance takes a lot of personnel time. Most participants don't seek services until they are in a crisis situation and need help. This is often the open door for other services because the first thing they ask for help with is usually not the root of the issue. It takes time to build trust and work to address the root issues effecting the family.

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.

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. In Hart County the CSBG County Coordinator volunteers the use of the local Community Services office as the meeting location for new CERT trainings and certifications. In 2017, she was awarded volunteer of the year. She has also worked with the Rescue Squad to provide the CERT Team basic Search and Rescue Training at the Community Action facility as first responder's continuing education.

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 the city of Bowling Green to assist the low-income through direct referrals and enhanced collaboration regarding food assistance.

Local Community Services offices provide assistance through the Emergency Food and Shelter Program to households experiencing economic emergencies. Eight Community Services offices maintain an emergency food pantry, and the remaining two work closely with local food pantries to maintain a referral source for needy households. 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 United Way Feed the Need, the Postal Food Drive, 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.

Goodwill Industries partnered with Kentucky's Community Action Agencies to provide assistance to families in need. The Community Action Network facilitates the Goodwill Voucher Program across the state. CAAs with Goodwill stores in their service area distribute the vouchers to families for use in the Goodwill store. Vouchers can be used for household items, clothing, furniture and/or anything that Goodwill stores carry. This program provides valuable assistance to families in times of crisis.

Furthermore, Low Income Home Energy Assistance Program (LIHEAP) is offered to households in a home heating crisis. Partnerships with local utility companies have been developed. During the winter months, *Operation Warm Hearts*, a program with Warren Rural Electric Cooperative Corporation (WRECC), provided emergency assistance to low-income households. Community Action of Southern Kentucky also collaborated with Farmers Rural Electric Cooperative to offer *Operation Warm Hearts* to customers serviced by them. Atmos Energy invited their customers to participate in Sharing the Warmth, to assist low income Atmos customers with heating costs. Atmos contacted Community Action to distribute these funds to persons in need.

Community Services staff work with the Kentucky Vision Program and local Lions Clubs making referrals and filling out applications for vision screenings and eyeglasses. Routinely, Community Action serves as a screener for other programs requiring income guidelines and verification. The Refugee Services staff are often making appointments and providing transportation services to the Health Department when working with families. Additionally, Community Action has clothing closets located in Allen, Hart, and Metcalfe counties where individuals and families can get clothing they are in need of or staff can access the clothing on the client's behalf. Additionally, the Foster Grandparent Program has been a recipient of clothing from the local Fruit of the Loom distribution center for the past couple of years.

Employment services are offered through the Employment Enhancement Program or on a case-by-case basis depending on what the client's needs may be. Agency staff are willing to work with clients to review applications, resume's, and make referrals when and where appropriate.

United Way of Southern Kentucky rolled out their 211 initiative during 2016. 211 is a call center to direct people to area services when in need. 7,113 calls were received during 2018. The top ten presenting needs were utility service payment assistance, food pantries, rent payment assistance, emergency shelter, low income/subsidized rental housing, general dentistry, thrift shops, prescription expense assistance, clothing vouchers, and commodity supplemental food program.

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.

In more rural counties, there can be a sense of isolation. Transportation is limited and there are limited supports for accessing services. 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. In some communities, well meaning, organizations are so stringent on their guidelines and policies that it prohibits individuals from being able to access resources.

In the most rural counties, Community Action is the prominent service provider. Once funds are depleted or when individuals and families do not meet the program regulations the local churches and missions are the next resource. Their funds are often extremely limited resulting in limited financial assistance for families in need.

For years the Supportive Housing Program, funded through HUD, allowed for payment of first month's rent and rental deposits for the homeless seeking services. Due to guideline changes, first month's rent and/or rent deposits are ineligible expenses under the Support Services funding. Most communities, including our services area, have very limited resources to pay rent assistance for clients in need. This creates a great barrier for individuals and families when trying to establish safe, affordable, stable housing. Decent, affordable, housing is mentioned in almost every county Needs Assessment meeting across the service area. Housing continues to be built however it is out of price range for most of our working families.

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, SNAP benefits, and Summer Food Service Program. County Coordinators provide referrals to Women, Infants, and Children (WIC), Expanded Food and Nutrition Education Program, elderly nutrition programs, church food pantries, the local Department for Community Based Services, and provide food through the local food pantry to low-income families who are in need. Eight counties maintain an emergency food pantry in the Community Services Office to assist with food needs. Additionally, Senior Services in all ten counties is the key contact for the vouchers for the Farmer's Market.

When the school season ends, the Agency sponsors and operates the Summer Food Service Program in Logan County. The school systems provides the service with the assistance from County Coordinators as needed in the other counties. 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.

During program year 2017-2018, we had 466 children in Head Start with a healthy weight, 103 children that fell in the overweight category (above the 85th percentile according to the CDC BMI-for-age growth charts) and 112 that were considered obese.



Head Start staff work with families and children to ensure their children stay up to date on a schedule of age appropriate preventative and primary health care according to the American Academy of Pediatrics' EPSDT schedule for well child visits. To combat obesity, all staff have been trained on the Head Start Early Learning Outcomes Framework, which includes a section on Perceptual, Motor, and Physical Development. They have also been trained on using Creative Curriculum, the curriculum we use in every Head Start classroom. This curriculum is designed to incorporate physical activity in weekly lesson plans.

In Monroe County, the County Coordinator works directly with the local Judge Executive's Office and Community Outreach, the local homeless shelter, to provide commodities at three different sites in the rural community and the Senior Center Manager distributes approximately 200 senior commodities through the Senior Center. In Butler County, the County Coordinator coordinates the monthly commodity distribution, volunteers, and ordering the food for 230 families. The local Judge Executive sends Community Action a monetary donation to cover the monthly delivery cost. In Simpson County, the Agency is the sponsor for the commodities program serving an average of 122 families on a monthly basis. This year, Community Action was asked to coordinate commodity distribution in Edmonson County. The distribution started with approximately 40 families and has steadily risen to over 100 families a month.

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. Annually, United Way of Southern Kentucky held a region wide food drive titled "Feed the Need" in Allen, Barren, Logan, Simpson, and Warren counties. Volunteers are on hand two days to pass out suggested items lists to customers as they entered stores and help manage donations. Volunteers also help at the main drop off site in each county to sort and package the donated items. "Feed the Need" was created in response to the increased need in our communities for resources.

The Agency has partnered with the local extension offices to provide classes regarding budgeting with SNAP benefits, cooking with the food in the pantry, and using coupons. For example, Community Action of Southern Kentucky in collaboration with the University of Kentucky Extension office in several counties provided food preservation classes in conjunction with the Community Action Garden Program. In preparation for the Garden Program, the County

Coordinators contacted the Extension Office developed expos/kickoff events to generate interest in gardening and preservation classes. Community partners have provided demonstration related to gardening, soil preparation, container gardening, composting, selecting plants for your garden, herbs, soil samples, 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 food preservation and cooking classes following the events throughout the summer. These classes generate interest for healthy eating and safe preservation of garden produce for the pantry and freezer. New recipe ideas, along with couponing and different methods of cooking, and using leftovers, educate individuals and families in stretching the food dollars that are available. The classes show participants many cost saving techniques that are a great value for our low-income families.

Community Action was approached by Feeding America to participate in their Farm to Food Bank Program in Simpson County. Twice a week a community business would pick up fresh produce in a neighboring county and the CSBG County Coordinator would arrange volunteers to distribute the produce throughout the community. The program itself is not income limited, however concentrated efforts were made to deliver to low income areas in the community. Additionally, the local Wal-Mart contacted Feeding America to make weekly surplus donations distributed with the Farm to Food Bank Program. This is not old or unusable produce but fresh from the truck corn, grapes, oranges, kiwi, mango, lemons, cherries, blueberries, plums, carrots, and honeydew melons among other items. Community Action staff worked with community partners to offer food demonstrations and cooking tips for food items they were distributing in the community. Many individuals received produce they have never had the opportunity to buy such as mango, avocado, and kiwi.

The Salvation Army in Warren County, Jesus Community Center in Logan 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. Christ Episcopal Church provides lunch one day each week to individuals in need and Hotel, Inc. started a Street Outreach Program for homeless serving a meal one evening each week.

The Agency's Senior Services provides meals to senior citizens in the local Senior Centers as well as to senior citizens who are not physically able to attend. The seniors who cannot attend at the center receive nutritious meals at home through this program. On average, 245 seniors receive congregate meals and 178 seniors receive home delivered meals on a daily basis from this program. Additionally, each low-income Foster Grandparent receives a meal every day they serve during the year. Currently, all Foster Grandparents meet the low-income criteria.

The Housing Authority of Bowling Green has begun operations of a new Mobile Grocery in Bowling Green and Warren County. The Mobile Grocery will be used to combat areas where food deserts exist and residents lack transportation. The Mobile Grocery is expected to have fresh foods, groceries, and household items.

God's Food Pantry in Allen County, The Senior Food Pantry Edmonson County, From the Abundance of the Hart in Hart County, Revenna Baptist Church in Metcalfe County, and other local churches and partners collaborate closely with the Agency to ensure food supplies and services are provided for the low-income community.

Needs

According to www.Feedingamerica.org, 41 million Americans lived in food-insecure households, including 13 million children. A family of four facing hunger may be in need of 36 additional meals a month simply because they don't have money to buy enough food. Eighty-four percent of households Feeding America serves report buying the cheapest food, instead of healthy food, in order to provide enough to eat. Sixty-three percent of senior households served by the Feeding America network are forced to choose between food and medical care. Households served by the Feeding America network that include an adult of the age 50 or older are at an increased risk of having someone with a chronic health condition, including diabetes (41%) and high blood pressure (70%); conditions that can be mitigated by healthy food options. Only 42% of eligible seniors are enrolled and receiving SNAP benefits (formerly Food Stamps); making assistance programs for SNAP enrollment that much more important for seniors.

In Kentucky, 685,830 people are struggling with hunger and of them 194,440 are children. That is one in six people and one in five children struggling with hunger. Forty-four percent of households receiving SNAP benefits have children. Food insecure households are at higher risk for health concerns. Pregnant women face birth complications, increase risk of low birth weight in babies, delayed development, poor attachment, and learning difficulties in the first two years of life. Seniors are at increased risk for chronic health conditions.

The United Health Foundation's 2018 America's Health Rankings Annual Report ranks Kentucky 45th overall this year; down from 42nd in 2017. The state ranks 49th for senior health and 34th for health of women and children.

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 at a cost of \$100 per child per year. Due to high need and shortage of funding, many agencies who operate the program seek donations from churches and community partners to ensure all children are covered for the entire year.

According to the *Kentucky State Nutrition, Physical Activity, and Obesity Profile (2016)*, 35.1% of adults are overweight and 31.6% are obese. 15.4% adolescents are overweight with 18% being obese. 13.7% of children aged 2 to 4 years in the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) program were overweight and 13.5% of children aged 2 to 4 years in WIC had obesity.

The economic crisis our families face could exacerbate their nutrition and obesity issues. Food prices, particularly for more nutritious foods, continue to rise, making it more difficult for families to eat healthy foods. In addition, due to the strain of crisis our families face, rates of depression, anxiety and stress, which are linked to obesity for many individuals, also are increase.

The Barren River Community Health Council published results from the second cycle of assessments and planning activities they conducted in our service area. The results indicated cardio vascular disease, obesity and diabetes being priority health issues in our ten counties. Unhealthy diets were linked to all three. Many of the individuals and families we serve do not have resources available to purchase nutritious food which often cost more. They may also lack educational resources to understand the benefits of nutrition, diet, and exercise as they are struggling just to make ends meet.

Many seniors in the local service area receive services from the Barren River Area Development Department for Aging and Independent Living Programs. The program provides hot, home delivered meal weekdays to those who qualify and has a waiting list of others who need services. Currently, 502 seniors are on the waiting list for home delivered meals. Additionally, the needs of families and individuals that use services throughout the region to stay in their homes such as meal delivery and respite care are greater than the current funding. There are around 1,000 unduplicated individuals within the 10 county area on waiting lists for services such as those mentioned above.

7. To achieve greater participation in the affairs of the community

Strengths

Agency staff continue efforts to increase both public awareness and public involvement in Agency program activities. The use of social media sites such as Facebook and the Agency web page is regularly updated to share information with the public. A systematic public information program will continue in each county to include distribution of Community Action of Southern Kentucky's Annual Report and program fact sheets. There are also 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 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.

CSBG provides space in outreach offices for Vocational Rehabilitation and Social Security Administration to reach low-wage workers, seniors, and others. CSBG staff work with numerous local churches and other faith-based organizations to screen clients for eligibility.

CSBG provides space for meetings such as Emergency Food and Shelter Board Meetings and Vision (interagency meetings consisting of service providers, school systems, and community partners), operational costs of program outreach (media, news releases, staff time, client services, etc.), space and/or personnel cost to provide Poverty Simulation workshops (a role-playing workshop that offers an opportunity to learn about the reality of living in poverty). Staff serve as members and/or officers on other Agency Boards/Councils/Committees making decisions affecting their communities including staff who serve/served as, members of the BRADD Aging Council, Youthfest Board, Youth Service Council, Hart County Repair Affair (Board Secretary), Hart County Fiscal Court Safety Committee (Secretary), Helping Hands Family Resource Center, Warren County Welfare Board, United Way Allocations Committee, Barren River Interagency Council, Warren County Census 2020 Committee, Greenwood High School Advisory Committee, and the Housing Authority's Family Self Sufficiency Program Coordinating Committee to name a few. The Refugee Services Project Coordinator sits on the Chamber's Team Workforce Partnership Group and serves on the Access Point working group. The Agency's Chief Operations Officer attends the BRIGHT Coalition Meetings as a representative of the Agency. BRIGHT stands for Barren River Initiative to Get Healthy Together and is organized by the local and surrounding health departments. The Coalition is working on a Community Health Improvement Plan to be released later this year. The COO is also a Nationally Certified ROMA Master Trainer/Mentor and provides assistance to other agencies and/or trainers throughout the State when requested.

Community Action is activity involved working with refugees. This involvement has allowed for Community Action exposure in sections of the community where we previously didn't have a lot of impact. The Project Coordinator for Refugee Services serves on the International Community's Advisory Council and has also offered Swahili classes to the public to better enhance communication. He attends weekly and monthly meetings with the International Center and community partners to further educate and network resources for this population. The Project Coordinator is a licensed Bridging the Gap Medical Interpreter Trainer. Together, with Western Kentucky University's Area Health Education Center, this 40 hour medical interpreting course is offered that trains already-bilingual people with high proficiency to facilitate communication between service providers and limited English proficient people in Bowling Green and surrounding areas. This course targets health educators, health care providers, lay interpreters interested in enhancing medical interpreting skills, and bilingual members of the community with a genuine interest in becoming medical interpreters. Bridging The Gap is nationally recognized as part of the path to national certification however Bridging The Gap is typically accepted at most medical facilities nationwide.

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, to refer individuals to community projects including but not limited to school activities, and neighborhood clean up, as assistants for the Low Income Home Energy Assistance Program, as managers for the Clothing Warehouse, as receptionists for the local offices, as site supervisors for the Summer Food Service Program, 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 one RSVP volunteers are active within Allen, Barren, Logan, Simpson, and Warren counties and provided 9,155 volunteer hours during FY 19.

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, seventy Foster Grandparents, age fifty-five and older, work at forty-nine 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 average of 20 hours per week of individual attention and assistance.

Community Action of Southern Kentucky 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. In Warren County Cumberland Presbyterian Church provided Thanksgiving meals to ten families and Christmas meals and gifts to another ten families. Other churches provide volunteers for commodity distribution.

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 that are willing to supervise these volunteers and interns in their departments.

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 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.

Community Action of Southern Kentucky used CSBG funds to purchase the Poverty Simulation Training Kit. The Poverty Simulation Workshop is a role-playing experience that offers the opportunity to learn more about the realities of living in conditions of poverty **During the past**

year, we continued our partnership with WKU's Nursing Program. We hosted two full Poverty Simulations (160 participants) for their Nursing students, faculty and limited community partners. They believe in the experience of this simulation so much that they continue to host the simulation every semester and want all of their BSN students to participate. This year, four simulations are currently scheduled for local school faculty and staff professional development training.

Needs

The public continually needs to be educated about Community Action and the services provided to low-income individuals and families. Now more than ever during these uncertain times with the Presidential budget recommendation and CSBG Authorization. The community needs to know what has taken place during the last fifty plus years and what still needs to be done. The public needs to know that our Agency mission and purpose is not a hand out but a hand up. Research and policy papers need to continue, to be stronger, in the fight for funding when describing the needs in our service area and propose solutions to identified problems. There is much work to be done.

The public needs to be educated about true funding needs and how funding cuts affect local agencies and services currently provided. They need to understand what the true loss of funding could mean to their communities and how devastating that would be to individuals and families. Newspaper articles over the years have highlighted the impact cuts have on local agencies however community members need to be educated as to what they can do to help, how they can advocate on our behalf and what their voice can mean for our future. As funding is uncertain, every voice is needed to shed light on the cause and devastating effects that may happen without services for families we serve.

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 (i.e. it is hard for people who do not live 'in town' to be as involved, consider your agency dress code and make exceptions). 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. We need to educate the community and change 'It's not my problem' thinking. Poverty impacts everyone.

Continued conversation with local businesses and agencies how the mission of Community Action 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 and other community partners provide case management, advocacy, and referrals to promote financial self-sufficiency within low-income households. Community Collaboration for Children, Kentucky Housing Corporation's Family Self Sufficiency Program, HOTEL, Inc.'s STRAC Program, and BRASS' services for domestic violence victims are just a few of the many community programs available to low-income households. Staff draw upon a multitude of resources and skills as the initial service plan evolves toward progressive greater self-reliance.

From July 2017 through June 2018, the Community Collaboration for Children's In Home Service's Program served a total of twenty-nine (29) families (44 adults and 66 children). The parent education curriculum for the in-home services is Active Parenting, which covers topics related to preventive and corrective teaching, handling emotionally intense situations, and helping children succeed in school. Parents received a completion certificate at the end of services. The Ages and Stages Questionnaire 3 is used to screen all children from birth to five and a half years (5 1/2) to determine if developmental delays are indicated as part of the assessment process and to initiate appropriate referrals as needed. The North Carolina Family Assessment Scale (NCFAS) is used to assess area of strengths and areas of concern to develop the family goals. Families typically receive eight to twelve weeks of intervention in their homes. Two (2) of the CCC staff are also trained Darkness to Light –Stewards of Children facilitators and are available to present the 2 hour Darkness to Light program to community groups in an effort to prevent child abuse and to educate the public. From July 2017 to June 2018, our staff presented Darkness to Light to 4 different community groups.

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 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. In addition to financial support from various Agency programs, support is provided by the 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 all Agency centers are STAR rated centers.

The Head Start program recently converted some the Head Start preschool slots into Early Head Start. The Early Head Start program will provide school readiness services for children birth (6weeks) to 3 years old. The children and families will receive the same comprehensive services as the Head Start Program, health services, nutrition services, family partnership and academic

services. We hope to offer a continuity of care by through the Early Head Start and Head Start programs. Our current funding slots are 589 Head Start and 32 Early Head Start.

GO bg transit is a service operated by Community Action of Southern Kentucky for the City of Bowling Green. GO bg transit operates multiple transit services within designated areas of Bowling Green. The six routes focus on connecting GO bg transit and WKU Topper Transit, and WKU South and Main campuses, providing a link between student housing and WKU Campus' with transfer points between systems to access shopping, restaurants, hospitals, and other areas of the city. The Second Saturday Shuttle operates 9:00 am – 3:00 pm the second Saturday of each month so riders can participate in the City of Bowling Green's Second Saturday events, as well as shopping, entertainment or other desired destinations. The fleet consists of 22 vehicles, including 19 buses (all lift or ramp equipped) and 3 vans (1 of which is lift-equipped). Accessible vehicles are in use in all services to provide access for persons with disabilities.

The Family Preservation Program, operated by Uspiritus, 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.

NECCO provides services to youth and their families that incorporates case management, mental health, crisis response and social services with a goal of either preventing out of home placement or transitioning the youth back home. These services are provided in the home, at school and in various community settings.

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 however lack of funding for such a system exist.

Previously, Community Action of Southern Kentucky Community Services 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). Due to the change in priorities for funding allocations from United Way this program will no longer receive funding. This is a substantial loss of services as substances abuse is always mentioned in community conversations. Studies show the earlier we can educate children about the dangers of drug and alcohol abuse and positive decisions the more likely they are to not abuse substances.

Tighter funding causes a reduction in operating hours and reduced access for services for clients. The Agency’s Allen County facility and Education and Human Services Building in Warren county, provide most, if not all, all services in one location, including those directly funded by CSBG, Head Start, Senior Center, Child Care, and other services. The Hart County location houses both Community Services and Senior services. The Resource and Development Center in Warren County provides Community Services including Low Income Home Energy Assistance Emergency Food and Shelter, Food Pantry, Case Management, Employment Enhancement, Tax Preparation, and Garden Program, along with Child Care and Head Start under one roof. When possible it is always best to have multiple programs collocated however, increases in retirement and rising cost still have major impact on budgets.

- 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

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. Staff assess client needs for referral services at intake regarding substance abuse, teen-age pregnancy, and suicide prevention. Program participants are assisted in making applications to the Kentucky Vision Project and National Eye Care Project. Follow-up and support services include advocacy, application/insurance assistance, transportation, and prescription assistance.

The Affordable Care Act has enabled more Americans to have access to affordable health coverage. Through a contract with Kentucky Health Benefit Exchange and Community Action Kentucky, Community Action of Southern Kentucky has been subcontracted to provide In-person Assistors to help the uninsured apply for health coverage through Kentucky health Benefit Exchange website. Community Action has 7 certified Assistors, three full time and four part time. Assistors provide outreach and education. Assistors help answer questions, give information about what health coverage is available to clients.

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 and one Center Manager have been trained to teach Tai Chi which is good exercise for arthritis. Recently, the Director, Program Assistant, eight Senior Center Managers, and two volunteers were trained to teach the Arthritis Foundation Exercise, Walk With Ease and a Matter of Balance.

Community Action has ten senior center staff, one staff from other programs trained as leaders in the Stanford University evidence based Chronic Disease Self-Management Program training. The Senior Center Director is certified as a Master Trainer for the program as an added step to sustainability of the program in our area. This workshop is offered in our services area for two and a half hours once a week for six weeks in senior centers, churches, libraries, and hospitals by non-health professionals to address ways individuals can manage chronic illness. The Self-Management Program does not conflict with other existing programs or treatment. It is designed to enhance regular treatment and disease specific education such as Better Breathes, cardiac rehabilitation, or diabetes instruction. The program is especially helpful for those with more than one chronic condition as it gives them the skills to coordinate all things needed to manage their health and keep them active.

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 program year 2017-2018, we had 103 children that fell in the overweight category and 112 children that fell in the obese category (above the 85th percentile according to the CDC BMI-for-age growth charts). Head Start staff work with families and children to ensure their children stay up to date on a schedule of age appropriate preventative and primary health care according to the American Academy of Pediatrics' EPSDT schedule for well child visits. To combat obesity, all staff have

been trained on the Head Start Early Learning Outcomes Framework, which includes a section on Perceptual, Motor, and Physical Development. They have also been trained on using Creative Curriculum, the curriculum we use in every Head Start classroom. This curriculum is designed to incorporate physical activity in weekly lesson plans.

Health Services

	Head Start	Early Head Start
Children with Health Insurance	740	39
• Number enrolled in Medicaid and/or CHIP	704	38
• Number with private health insurance	29	0
• Number of children with state-only funded insurance	7	1
• Number with other health insurance not listed, for example Military Health	0	0
Number of children with no health insurance	4	0

Medical and Dental Exams

	Head Start	Early Head Start
<i>Number of children who are up-to-date EPSDT schedule for well child</i>	511	2

Number of children who received medical treatment for the following chronic health conditions

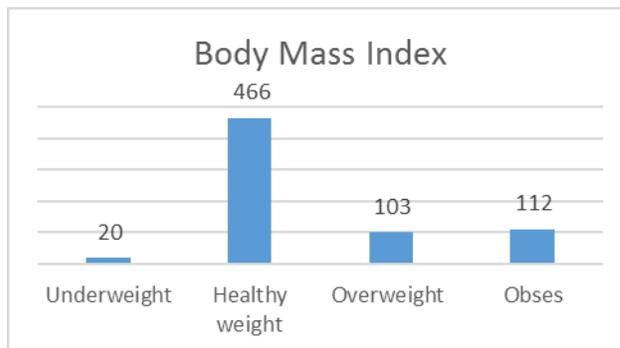
- *Anemia* 0
- *Asthma* 10
- *Hearing Difficulties* 4*
- *Vision Problems* 22
- *High Lead Levels* 0

- *Diabetes* 1

*1 - Early Head Start

Dental Home Head Start

- Children with continuous, accessible dental care by dentist 657
- Children who received preventive care 500
- Children needing treatment 25
- Children who received treatment 18



Community Action of Southern Kentucky is an active participant on the Barren River District Early Intervention Council and has a strong relationship with agencies that serve children with documented disabilities including the Commission for Children with Special Health Care Needs,

First Steps and Regional Child Development Clinic. A representative from Life Skills Mental Health serves on Policy Council and staff from both the Commission for Children with Special Health Care Needs and First Steps serve on the Health Advisory Council. During the 2017 - 2018 school year, Community Action served 93 three and four year-old children with a documented disability including:

<i>Number of Children with Individualized Education Program (IEP)</i>	<i>93</i>
<i>Diagnosed Primary disability</i>	
• <i>Speech and Language</i>	<i>67</i>
• <i>Autism</i>	<i>7</i>
• <i>Developmental Delay</i>	<i>19</i>

Children with an Individualized Family Service Plan (IFSP) *10*

Our Project Coordinator for the Refugee Services Department is licensed to provide Bridging the Gap Medical Interpreter Training for anyone who works in Kentucky. "*Bridging the Gap*" is a curriculum produced and provided by the Cross Cultural Health Care Program (CCHCP) in Seattle, Washington. We partner with WKU's AHEC Program to provide this training to health educators, health care providers, foreign language students and bilingual lay persons or anyone who are interested in enhancing medical interpreting skills because we know accurate communication is essential for services. To date over one hundred and seventy-five individuals have gone through the class and certified as medical interpreters.

The Barren River District Health Departments, as well as, Allen and Monroe Health Departments, provide preventive care services and environmental health services. Additionally, they provide the HANDS program, a voluntary home visitation program to 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. Western Kentucky University's Health Services provides numerous services to students, faculty, and staff including urgent care, annual examinations, internal medicine, and laboratory testing.

Professionals from hospitals, health departments, health care facilities, schools, community organizations and the university joined to form the Barren River Community Health Council which facilitated a Community Health Assessment in our service area. The members of the Council sought input from peers, constituents, employees, organizations, and families considering local health indicators, priority health concerns, local and national experience of "what works", which conditions and forces contribute to, threaten, and impact our health, and strategies to address the issues. In their 2016-2018 Community Health Plan, the results were released and five priority issues were identified; Cardiovascular Disease, Diabetes, Obesity, Lung Cancer, and Drug Abuse and Addiction. Various workgroups were assigned to take

different initiatives and educate the communities served on the priorities identified. The group has reconvene, surveyed the communities, talked to stakeholders and community members and are working on a new plan to be released this year with evidence-based interventions to address identified concerns. Community Action staff have been an active part of the council sharing Community Needs Assessment information and service provider input.

Community Action has ten senior center staff, one staff from other programs trained as leaders in the Stanford University evidence based Chronic Disease Self-Management Program training. The Senior Center Director is certified as a Master Trainer for the program as an added step to sustainability of the program in our area. This workshop is offered in our services area for two and a half hours once a week for six weeks in senior centers, churches, libraries, and hospitals by non-health professionals to address ways individuals can manage chronic illness. The Self-Management Program does not conflict with other existing programs or treatment. It is designed to enhance regular treatment and disease specific education such as Better Breathes, cardiac rehabilitation, or diabetes instruction. The program is especially helpful for those with more than one chronic condition as it gives them the skills to coordinate all things needed to manage their health and keep them active.

Primary Care Centers provide equal access to medical and dental services to Medicaid 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 expanded services. The 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 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.

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.

The Institute for Rural Health primarily offers services in the Barren River Area Development District (BRADD): Allen, Barren, Butler, Edmonson, Hart, Logan, Metcalfe, Monroe, Simpson, and Warren Counties. The IRH service area is home to 284,195 people in mostly rural communities. 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) attempts 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, eyeglasses, influenza and pneumonia immunizations for the senior population; lifestyle programs tied to diabetes management, heart disease prevention and maintenance and smoking cessation.

Needs

According to the *United Health Foundation's 2018 Annual Report*, Kentucky ranked 45th among states for the following measures:

- Kentucky ranked highest in the number of cancer deaths by state, 234.9 per 100,00
- Kentucky ranked 47th with deaths due to drug injury per 100,000 population
- Kentucky ranked 50th for adult physical inactivity
- Kentucky ranked 43rd for obesity
- Kentucky ranked 43rd for persons younger than 18 who live in a household at or below the poverty threshold
- Kentucky ranked 48th for adults who self-reported their mental health was not good 14 or more of the last 30 days
- Kentucky ranked 49th for adults who self-reported their physical health was not good 14 of the last 30 days
- Kentucky ranked 44th in the number of cardiovascular deaths, 299.7 per 100,00

Until the Affordable Care Act, many households lacked health care coverage due to the high cost of medical treatment. Because of the lack of insurance, many have strayed from routine screenings, visiting the doctor, and getting needed medicines. With the Affordable Care Act we saw an increase in care access. However due change in the Affordable Health Care law no longer accessing penalty fees for lack of coverage many have dropped insurance once again due to high cost. The gains that were made in past years have started the decline as we have fell in rank from 42 in 2017 to 45 in 2018.

Broader access to services is needed for low-income individuals. Employment, transportation, and childcare could all detour someone from seeking routine and preventative screenings and mental health services. Traditional hours of operation may not meet the needs of many who face these types of barriers on a daily basis. Currently, the only health clinic with a sliding scale fee is located in Bowling Green, which can be as much as an hour's drive for some of our more rural counties.

Total institutional Medicare and Medicaid providers, including hospitals, nursing facilities, Federally qualified health centers, rural health clinics and community mental health centers for the report area are shown. According to the *U.S. Department of Health and Human Services*, there were 77 active Medicare and Medicaid institutional service providers in the report area in the first quarter of 2018.

Community Action of Southern Kentucky 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 reaches the public through media releases to local newspapers, radio stations, internet, and television stations.

Community Action of Southern Kentucky staff participates on several boards and committees, such as, Family Resource and Youth Service Councils 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 Allen County Coordinator is the local United Way Feed The Need coordinator, Youthfest Committee Member, Victory Hill Thanksgiving Outreach Selection Coordinator, and member of Allen County Back to School Bash, Annual outreach to the Needy Toy Drive, and Community Resource Fair. The Hart County Coordinator serves as the Repair Affair Secretary, BRDHD MRC/CERT Regional Council Representative, member of the Helping Hands Family Resource Center Board, and Hart County Fiscal Court Safety Committee (Secretary). The Barren County Coordinator serves on the Family Self-Sufficiency Program Coordinating Committee for the Glasgow Housing Authority, and is a member of Networking Neighbors. She is also the local coordinator for the United Way Feed the Need Food Drive. The Warren County Coordinator serves on the Welfare Board and the Housing Case Manager serves on the Homeless and Housing Coalition and is an active volunteer with Room in the Inn. The County Coordinators and Program Manager for Community Services carry out the linkages and coordination efforts; yet, numerous staff throughout the agency participate with linkage and coordination efforts. Every agency department is engaged in educating the community about our services and helping our families.

Regional DCBS staff, including the SRA, supervisors for Protection and Permanency, and Family Support meets approximately four times per year to discuss program services and upcoming changes. These meetings serve as a way for staff to exchange information and continue to build a strong partnership. Typically, these staff also attend the CCC Network meetings to provide information to other community partners. Regional Network meetings include FYSC staff, health department workers, local attorney's office, domestic violence shelter, adoption services, and other community partners. Many times information at the CCC Network meetings is shared and discussed regarding food stamp application process, out of home placements, and reports of child abuse and neglect.

Community Action of Southern Kentucky 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, Housing Authorities, and other community partners, LIHEAP continues to provide needed services to low-income households.

Community Action of Southern Kentucky 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 eligible households with emergency rent, utility, or food needs. Community Action of Southern Kentucky has served as the local convener of the board for many years so local agencies can access these funds.

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

Community Action of Southern Kentucky was approached by the Mayor of Russellville with our Board Member Logan County Judge Executive with the offer to remodel the former public library into a new Senior and Community Services Center location. The City and County both pledged financial contributions to remodel the existing building for Community Action's use. The new location should be complete spring 2019.

This was the seventh year Community Action of Southern Kentucky has been the facilitator for the Barren River Asset Building Coalition and the tenth year Community Action has been involved offering free assistance with tax preparation in several counties. Other partners in the coalition are Barren River Area Safe Space, The Housing Authority of Bowling Green, The Housing Authority of Franklin, Logan County Good Samaritan, and local volunteers.

Collaboration and linkages between state and local agencies and organizations are essential to successfully plan, implement, and evaluate effective and comprehensive services in the community. Coordination of resources strengthens agency's efforts in local areas especially in times of increasing demand and funding cuts. The governmental and non-governmental programs, agencies and organizations work together to deliver comprehensive services to low income families in our service area. Partnerships between programs facilitate the sharing of information, materials, or client referrals. Coordination is an active process to enhance efforts toward a common goal and in doing so: maximizes resources, enhances complementary and supplementary programs; and leads to a system in which the whole is greater than the sum of its parts.

(iv) The involvement of entities in the private sector of the community in efforts to ameliorate poverty in the community; (Some examples: Credit Union, Banks, United Way and other private foundations)

Community Action of Southern Kentucky 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 Warehouse, 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. In Warren County, the WKU ALIVE

Center sends out notices to the Vision listserv of agency that has families in need, events or fundraisers scheduled and workshops, classes and services available for families.

Last year, Community Action received \$5,000 from Edmonton State Bank to provide additional assistance with utilities bills through our Community Services offices. Their generosity went a long way to help families in need. They just recently donated another \$5,000 to be used as needed to meet local needs. A private citizen in Metcalfe County dropped off a \$100 check with the County Coordinator and told her to use the funds as needed in her office.

Kentucky Utilities' initiative *Project Winter Care* and Warren Rural Electric Cooperative Corporation (WRECC), and Farmers Rural Electric Cooperative (Farmers RECC) *Operation Warm Hearts* involve local customers in a program to assist low-income families with heating costs. WRECC and Farmers RECC customers donate funds to provide assistance to households at or below 150% 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. Atmos Energy has invited their customers to participate in *Sharing the Warmth*, to assist low income Atmos customers with heating costs. Atmos contacted Community Action to distribute these funds to persons in need.

County Coordinators maintain communication with the Office of Employment and Training, 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 Refugee Services Project Coordinator attends the Chambers Team Workforce Partnership meetings.

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.

Several years ago, 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.

Community Action of Southern Kentucky owns two Poverty Simulation Training Kits. The Poverty Simulation is a role-playing experience that offers the opportunity to learn more about the realities of living in conditions of poverty. Participants enter the workshop with an assigned identity and family profile and role-play the lives of single parents trying to care for their

children to senior citizens trying to maintain their self sufficiency on Social Security. The task of each family is to provide food, shelter and other basic necessities during the simulation while interacting with various community resources staffed by low-income volunteers. Participants experience one month of poverty compressed into the real time of the simulation (generally three hours total). Afterward in the debriefing, they share insights of experience, often expressing frustration, sadness, and stress. The participants thus far have a vast array of backgrounds including DCBS staff, elected officials, community partners, housing, police, educators, local government, media personalities, and others. The request for Poverty Simulation experience has continued to increase as it becomes more publicized. Through our partnership with Western Kentucky University Area Health Education Center (AHEC) we have been able to provide simulations to all WKU Nursing students. We have partnered with several schools to provide professional development training and have four scheduled throughout the summer.

A Repair Affair was conducted in Hart County during 2018 to assist local households with minor repairs to their homes. This event was possible because of donations from the local community members and businesses. Fifteen households received repairs to their homes with a total of \$4,560.88 in materials being purchased. 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 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; (Advisory Boards, city governments, Child Care Centers & Chamber of Commerce)

Community Action of Southern Kentucky's mission is to "team with community partners to provide human services with dignity and respect, empowering people in Southern Kentucky to achieve to achieve stability and economic security" 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 Transportation Services continue to lead the efforts of the agency to meet these needs.

Due to the presenting need across the service area, CASOKY Transit is in the process of applying for several different grants to expand services across the region. The proposed areas of expansion are; 1) rural public transportation that provides fixed routes and/or demand request services to communities outside of urban area; 2) Intercity bus service to provide transportation from outside of urban area to the urban area which can feed Go by Transit-Fixed Routes, GO too-complementary paratransit ADA service, WKU Hilltopper Transit, Glasgow Transit and/or Scottsville Transit; 3) Medicaid Transportation providing non-emergency transportation for Medicaid members who do not have access to free transportation.

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 and the Barren River Area Development Board meetings.

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.

The Agency encourages refugees in the community to become contract interpreters for us and other community partners. Many refugees have been providing interpreting services for friends and family at no cost however to promote economic self-sufficiency refugees are encouraged to become certified in interpretation and contract their services to others. Due to our Refugee Project Coordinator being licensed to provide the Bridging the Gap Medical Interpreting Training, some refugees are becoming licensed interpreters and being able to provide services for a fee in the community. Several refugees have been hired on a contract bases by our agency when needed.

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. Other staff routinely participate in Homeless and Housing Coalition meetings and the Refugee Partnership meetings. The Barren County Coordinator serves on the Family Self-Sufficiency Program Coordinating Committee for the Glasgow Housing Authority and is involved in the month Networking Neighbors meetings which consists of all local service providers and schools gathering together to seek solutions to area problems.

(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 Director 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 also 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 Swahili.

The Migrant Head Start Program focuses on services for thirty six 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. Migrant staff are bi-lingual and class instruction is given in Spanish with an emphasis on children learning English as well. Community Action has seen a significant increase in the number of children for whom English is not their primary language. One hundred and five children 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 children continue to speak Spanish however we are seeing an increase in other languages as well; 11 Middle Eastern and South Asian, 8 East Asian, 4 European and Slavic Languages and 5 African Languages. The Agency has a Translator (Spanish) on staff 48 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. Agency Fact Sheets are provided in eight nationalities. The Agency has expanded Public Transit information to the same eight nationalities. Pooling resources, Refugee services and BG Transit were able to pay for the translation of the bus map in: Karenni, Nepali, Swahili, Arabic, Spanish, Karen, Somali, and Burmese. They also combined funding to provide printing cost of a Resource Guide in these same languages. This guide, created by the Refugee Program, is a user friendly handbook consisting of pictures and titles of places in Bowling Green that people may want to locate and travel.

Community Action provides services to newly arrived refugees up to five years. These services require regular use of interpreter, cultural awareness, and close work with the local resettlement agency. In the Refugee Program the Program Coordinator networks, educates, and engages local employers and community members about this program being offered and the benefits of hiring refugees. These outreach efforts are crucial to the success of the program and development of these relationships will provide local employment and on-the-job training opportunities for refugees.

The Agency works closely with the City of Bowling Green's International Communities Liaison who serves to coordinate the City's role in communicating and working effectively with the diverse international communities represented in Bowling Green, and to serve as an advocate for LEP (Limited English Proficient) persons who may seek City services. We also work closely with The City of Bowling Green International Communities Advisory Council that was established to advise the International Communities Liaison regarding the needs of immigrant and international residents in Bowling Green. The Advisory Council represents members of our diverse communities and identify issues of concern, important changes in needs of the immigrant and international community and general ideas for improving the City's mission of "strengthening our vibrant community by focusing on quality of life, service delivery, fiscal responsibility, public safety, neighborhood revitalization, visionary leadership, and economic development. Currently, one Agency staff person is an active member of this council.

Go bg Transit and Community Services also have Language Access Plans for clients and/or participants that may need additional help accessing services. When such instances arise, a plan

is in place for addressing these situations and providing the assistance necessary so services can be administered. 'I Speak' cards are located at each Community Service office to help clients with limited English skills indicate to staff their native language so staff may contact an interpreter when necessary.

- e. **Describe the key findings identified in your community needs assessment based on the causes and conditions of poverty and the needs of the entire service area. The key finding should outline the prioritized needs, the level of need, as well as causes associated with the need.**

Community Conversations

Causes:

- Substance Abuse
- Lack of transportation
- Lack of interest
- Can't pass drug test (drug epidemic)
- Criminal record
- Lack of training
- Lack of education
- Lack of childcare
- Low disability income (seniors)
- Lack of family systems
- Lack of resources/financial lit skills
- Lack of affordable housing
- Low wages
- Lack or work readiness skills

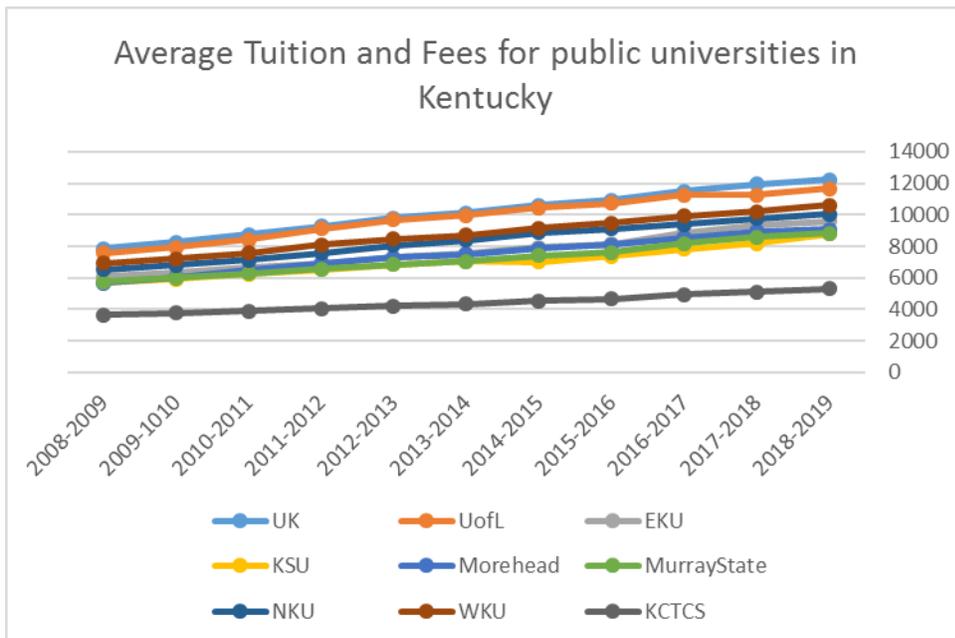
Conditions:

- Hunger
- No medicine/poor health
- substance abuse
- Can't maintain a job
- Can't get a better job
- limited housing options
- Can't maintain rising housing costs
- min wage jobs
- homelessness
- children miss school more
- higher stress/violence
- lack access to education for better job
- loss of employment
- substance abuse

There were over one thousand completed surveys in the needs assessment. Almost seventy-nine percent of respondents were Community Action customers/low income residents and of those eighty-four percent of the respondents were female. This corresponds with customers served through the Community Services offices for FY 18, fifty-eight percent female and forty-two percent male. Also, there are more female (51%) in the service area than male according to *US Census Bureau, American Community Survey. 2012-16. Source geography: County*. The age of respondents was distributed quite evenly with ages 25-34 and 35-44 each getting twenty percent, 45-54 getting eighteen percent, and 55-64 getting twenty-one percent. The race demographics of the respondents mirror the service area as described in section c, pages 4-5. The majority of respondents, seventy-six percent, were Caucasian and eighteen percent Black for African American-non Hispanic (ninety-eight percent). This also mirrors our Section G data from FY 18 with eighty-one percent reporting Caucasian and thirteen percent reporting Black or African American-non Hispanic (ninety-eight percent).

Education and Cognitive Development: Overall responses point to the need for more parental involvement. This topic also came up in two of the county meetings as well. Both Metcalfe and Warren counties discussed the need for parents to be more involved with their children. As families struggle to make ends meet, parents work more than one job and grandparents raising

grandchildren we often see children left with friends, older siblings, or alone at a young age. We strive to keep parents involved with our Head Start students throughout the year with a variety of activities designed specifically for parent/child engagement. We also teach the Active Parenting curriculum when working with families in our Family Nurturing In-Home Services Program. Affordable childcare is also a barrier as mentioned on the survey and in community meetings. There are limited affordable childcare options available across the service area and fewer still that offer shift childcare for those who do not have the option to work first shift. This leads to individuals and families not being able to accept factory work due to lack of childcare and lack of transportation to far reaching locations. While Community Action of Southern Kentucky does offer childcare in two counties in our service area there is still a need for additional options in more counties. The data showed a need for more community knowledge about the availability of educational resources in the communities as well. The community meetings discussed the lack of education as a cause of poverty and how that leads to minimum wage jobs. With more knowledge of community, resources for education opportunities participants have the opportunity to enhance their skills and education to get better jobs. However, repeatedly the community conversations mentioned lack of motivation to continue education/training once started. Many of our families cannot afford to attend post-secondary education or further job training. Therefore, the only jobs they can obtain are low wage with little to no benefits. According to an article in the www.Courier-journal.com “Higher education isn't just getting more expensive in Kentucky. Nationally, there has been a 36 percent — or \$2,651 — increase in average annual published tuition since the 2008 academic year, according to an October 2018 report from the Center on Budget and Policy Priorities. In Kentucky, the increase totaled 38.8 percent for public, four-year colleges.” Community Services offers a Scholarship Program yearly to eligible high school and non traditional students for postsecondary education to college, vocational or cosmetology school. (F)



Employment: There were many discussions around the topic of employment. Across the ten county area, it is reported that there are approximately 5,000 job openings according to the Chamber of Commerce. Community conversations concur there are more than enough job opportunities available. There are not enough skilled, qualified, motivated workers to fill the positions. The survey data suggest 1) better pay with benefits 2) affordable childcare 3) transportation and 4) more training for the available jobs as causes of employment related problems. According to www.payscale.com the average local salesclerk position starts at \$8.93 per hour, a CNA \$10.84, Wal-Mart \$11.00 and pay per hour increase when adding benefits, such as, paid holidays/vacation \$15.78, sick leave \$17.11, and life insurance/disability \$17.72. Childcare The community meetings dug deeper and discussed issues such as the raging drug epidemic affecting communities. According to the National Institute on Drug Abuse website www.drugabuse.gov “Every day, more than 130 people in the United States die after overdosing on opioids.¹ The misuse of and addiction to opioids—including prescription pain relievers, heroin, and synthetic opioids such as fentanyl—is a serious national crisis that affects public health as well as social and economic welfare. The Centers for Disease Control and Prevention estimates that the total "economic burden" of prescription opioid misuse alone in the United States is \$78.5 billion a year, including the costs of healthcare, lost productivity, addiction treatment, and criminal justice involvement.” People cannot pass a drug screen to gain employment. Community meetings discussed the issue of the ‘revolving door’ meaning individuals keep jobs for a month or less. They also discussed the people we serve who have made life changes but have a criminal record and cannot find a job due to their criminal history. These past mistakes are creating real issues in their quest for self-sufficiency related to employment, housing and asset building. They may have excellent training and skills but jobs are limited or nonexistent due to their past record. The conversations also included lack of motivation and generational poverty mindset. Community Action assists families with applications, resumes, and job related assistance. Referrals are made to local employers for open positions. Clients are notified when local partners host expungement seminars. (F)

Health and Social Services: The survey data reported the need for more payment assistance, preventative care and vision assistance as needs. Lack of healthcare and poor health causes missed work, loss of employment, missed school, higher medical cost, and draining resources in general. Medical insurance does cover some of the cost but not all and there is usually a copay up front. Those without insurance could face financial ruin with a severe illness. Nighttime and weekend illnesses when there are no doctors open initiate ER visits at a higher expense. Almost 79% of respondents identified as low income; many should be eligible for Medicaid. Through the Kentucky Health Benefit Exchange our Assistants have found that Medicaid plans offer incentives when individuals complete screenings by adding funds to their My Rewards account. The My Rewards dollars can then be used to pay for Vision, Dental and braces (other needs that were listed) although many Medicaid customers are not taking advantage of these incentives. Most if not all of the community conversations discussed nutrition and clean eating habits. The concern was how to maximize food stamps to purchase healthier options, how to prepare healthy and nutritious food, limited availability of fresh food, higher cost of healthier options. Knowledge of food resources and nutrition was also listed as a health need on the survey. We know based on research that poor nutrition leads to increased risk of diseases, obesity and other health concerns. Community Services offers the Garden Program where individuals can buy seed, plant and fertilizer to start a garden. They also work with community partners to offer

classes to educate customers on ways to prepare fresh foods. The Senior Programs distribute Farmers Market coupons and deliver prepared meals. Congregate meals are also available daily at the local Senior Centers. In the Summer, Logan County offers a Summer Food Site for kids to get a nutritious lunch since often parents are working or food supply may be short at home. Children in our Child Care and Head Start Programs are fed daily ensuring they receive proper, balanced meals. (F)

Housing: Housing was of great concern during community conversation. There is a growing gap between wage earnings and cost of housing. Many new housing units are being built however pricing is out of range for the families we serve. According to the *FY 2019 Kentucky FMR Summary* an efficiency apartment can range from \$464 in Butler County to \$603 in Bowling Green, a two bedroom apartment in Butler County is shown for \$847 and \$1,037 in Bowling Green. The FMR percentile is calculated at 40 percent. This is more than our families can afford. It was mentioned in many communities and the data shows the need for rental assistance, community support for the homeless, housing for seniors, and deposits. If you do not have a safe place to lay your head you can't concentrate on finding a job, going to work, going to school, taking care of your health, etc. A poor environment or lack of environment often leaves a person dejected and with lack of motivation which we often hear in the community as a reason people don't have jobs or a reason they are in the situation they are in. You must have income to have a home. One thing leads to another compounding the issue. Community Services offers limited emergency funds to address rent assistance and works with community partners when no funding is available.(F)(C)

Income Infrastructure and Asset Building: Low interest loans was listed as the top need according to survey results. Keeping in mind that almost seventy-nine percent of the respondents are low-income individuals we need more information to understand what is driving this need. Wells Fargo is showing 30 year fixed rates at 4.00% on their website, www.wellsfargo.com however our customers often don't have satisfactory credit history to apply for low interest loans. Do they want to start businesses, are they trying to consolidate debt, purchase a home or purchase a vehicle? This is would help in advocating and communicating with financial institutions. It would also help in navigating the services we can provide our customers. We know from previous experience and from conversations with community partners that rarely do individuals and families keep budgeting/financial/ credit counseling appointments even though the survey listed all of those as high needs. Several community partners and banks teach financial literacy. We will continue to partner with them to provide classes and one on one assistance, as well as, provide free tax preparation to help our clients move toward future goals. (F)

Civic Engagement and Community Involvement: We want people to invest in the communities in which they live. If they are vested, they can change the landscape. To do so they need tools and confidence. The data shows the need to increase community skills and knowledge for leadership development, more education on how to join neighborhood associations and community groups, and more knowledge about civic activities. Community Action works encourages staff and customers to get involved with advisory boards, policy councils, agency board of directors, and interest groups. (F) (A)

Support Services: This category cross cuts all others. What supports are needed that are not already mentioned? Transportation was mentioned in every community conversation. There are two public transit systems within the service area. These systems serve the cities of Bowling Green and Glasgow each operating fixed route public transit systems. All other forms of public transit within the service area is provided on-demand by various semi-public and private providers. Life skills programs and services, meal programs, legal services, youth services, substance abuse resources, etc. All of these were mentioned in community conversation. Substance abuse can dominate the life of an abuser. Besides the money spent on substances, an abuser can also suffer economic effects such as lower wages due to missed work, loss of employment, increased medical expenses, legal expenses, and loss of housing and family. There is an opioid epidemic happening across the country that effects every one of us. According to The National Institute on Drug Abuse www.drugabuse.gov “Roughly 21 to 29 percent of patients prescribed opioids for chronic pain misuse them. Between 8 and 12 percent develop an opioid use disorder and an estimated 4 to 6 percent who misuse prescription opioids transition to heroin.” Education, prevention, and treatment coordination strategies are needed in this warfare. When customers enter our doors we address the pressing need, offering support services and referrals (linkages) when needed to stabilize the crisis so we can then start to address the underlying issues. (F) Transportation and Substance Abuse are (F) and (C)

Linkages: Linkages was not a separate category on the survey because it crosses every topic. When working with families we realize we cannot be all things to all people and it takes partnerships to meet the family’s needs. Our role is often linking people to providers who have resources we don’t have or working in partnership to create opportunities for families to achieve goals. Community Action is an integral part of each community and when others don’t know where to turn they turn to us for answers, suggestions and help. We work together to create change with individuals, families, and the community. Linkages are a large part of each and service.

Capacity Building: Also not part of the needs assessment, Capacity Building is an Agency goal. We need staff who are qualified to provide services. They need to be knowledgeable and up to date about programs and regulations. They also need to continually look for new initiatives and more effective ways to provide continuing services to families. The world is not stagnant and staff need to be ever evolving so we can help meet the needs as they arise. (A)

Overall, the survey suggest employment was the greatest need, followed by housing, education and health. When reviewing the community meeting data you realize most of the causes fall under supportive services and areas that we would address with linkages. By looking at the overall picture and other funding we receive it changes the priority list for CSBG funding. We know there are over 5,000 open jobs in the community that pay a decent wage with benefits. There is a disconnect between employers, the community, and our participants that we are working to rectify. Education, training, transportation and childcare are several reasons for the open positions. We also know that if a person enters the office in a crisis situation they can’t focus beyond the immediate situation until that basic need is met. Once we address the crisis, often with supportive services or linkages, we can discuss what caused the crisis, how to prevent it from happening again, and help families focus on areas of strengths and areas that need attention.

1. Supportive Services
2. Linkages
3. Health and Behavioral
4. Education
5. Employment
6. Housing
7. Income Infrastructure and Asset Building
8. Capacity Building
9. Civic Engagement and Community Involvement

When reviewing the open response question on the Needs Assessment it validated the Customer Satisfaction Survey results. The survey showed customers were treated with respect, got the information/services they requested, felt welcomed, and would recommend Community Action to others. The open response questions “what do you think is the most important reason you or your community need Community Action?” shared many of the same feelings: “Some people can’t depend on or receive help from anyone else,” “They help in the time of need.” “To help single mothers to keep homes and lights on and food on the table, “To help the community as a whole,” “for the help you give to me when I need it. Thank you so much.”

- f. Describe in detail the CSBG funded programs and activities to be performed in each, from the point of intake to termination of services when the service is client-oriented.**

From the point of intake, staff will work with each individual/family to determine the area/s of need most appropriate to help them reach sustainable levels to become self-reliant. Together staff and individuals will work on areas of improvement specific to the client’s need.

Detailed explanation of the services offered by Community Action of Southern Kentucky in each of the nine categories can be found in the previous section used by the Kentucky Work plan for the Community Services Block Grant.

- g. Construct a logic model using attachments D1 and D2 for each of CSBG Expenditure Domains (service categories): Employment, Education and Cognitive Development, Income Infrastructure and Asset Building, Housing, health/ Social Behavioral Development (including Nutrition), Civic Engagement and Community Involvement, Services Supporting Multiple Domains, Linkages, and Agency Capacity Building.**

See logic models under tab 10 further in the grant.

- h. Describe how your allocations will be targeted, based on your agency’s community needs assessment and logic models. Your allocation of funds annotated on the B1, B3, and the NPIs should align with the results of your community needs assessment.**

Funds will be targeted and distributed according to the needs identified within the Community Needs Assessment; gaps in 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.

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. Community Action of Southern Kentucky measures and demonstrates outcomes and performance indicators achieved according to the three national ROMA goals agency wide and not just through CSBG therefore the attached ROMA and logic models will have included other Agency programs and funding streams and will not match the B1 and B3.

Through local inter-agency meetings, 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.

- i. Please give a detailed explanation if your allocation of funds does not align with your community needs assessment due to the leveraging of other funding streams, or private donations, etc. For example, if you have other funding to supplement a category or if the services are provided by another organization, please be specific and explain why less or no funding is allocated to a particular category.**

Our CSBG funds will follow our Needs Assessment analysis.

- j. Describe how CSBG staff are involved when your agency collaborates with other state funded programs or services such as WIOA, LIHEAP, Weatherization, etc.**

Community Action of Southern Kentucky 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. This Agency utilizes contracts from the State to fund including but not limited to Community Collaborations for Children, Low Income Home Energy Assistance Program, Head Start, and Child Care. CSBG, or Community Services, operate the LIHEAP Program and take applications for the Weatherization Program in the outreach offices. While completing intake services with clients they make referrals to others services as needed such as Senior Center, Foster Grandparents, Head Start, Child Care, Community Collaborations for Children and Access to Visitation. Community Services staff partner with staff from other programs to provide workshops, outreach, and localized services as needed. 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.

- k. 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 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 among social service 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 maintains a working partnership with three 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 (HUD) encourages faith-based organizations who are interested in HUD funding to address homelessness locally or regionally to apply for local funds. We also work with HOTEL, Inc., another local faith-based agency, whose mission is provide pathways to stable housing, build relationships and assist with food needs. HOTEL, Inc. has a street outreach program to reach homeless populations assisting with medicine and meals. They offer long term case management and wrap around services to those ready for such services.

Community Action of Southern Kentucky currently serves as the convener of the regional Board of Directors for the Emergency Food and Shelter Program (EFSP) servicing nine counties in our 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.

In Butler County, Gasper River Association for Baptists allows Community Action to use their location as a distribution site for monthly commodities. In Logan County, the Ministerial Association works closely with the Good Samaritan organization, and the Logan County Coordinator works closely with both groups to serve families in need.

Community Action of Southern Kentucky strives to expand fatherhood involvement 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. The Barren River Community Collaboration for Children, which the Agency coordinates, provides educational resources for non-profits and faith based groups to share during their activities and events. These educational resources support child abuse and neglect prevention, fatherhood, and faith based initiatives.

Healthy marriage programs are emphasized through the in-home services. 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. We have one county coordinator trained to facilitate the Healthy Marriage program and offer classes throughout the service area.

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, Child Care, Senior Center, and Refugee Services 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 budgeting and employment classes. In Butler County, Head Start is located in the same building with the health department and next door to the Senior Center.

- (iii) Identification in describing the effective delivery of services offered by the agency with collaboration of the DCBS Service Regions, to help prevent child maltreatment, promote quality foster care/adoption services, and assist vulnerable adults or low-income families. Describe how the services are mutually beneficial to your agency's clients.**

Community Action of Southern Kentucky 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 or children at risk of abuse or neglect. Collaboration among service providers and parents is central to the project's design.

Regional DCBS staff, including the SRA, supervisors for Protection and Permanency, and Family Support attend the CCC Network meetings to provide information to other community partners. Many times information at the CCC Network meetings is shared and discussed

regarding food stamp application process, out of home placements, and reports of child abuse and neglect.

The Agency, for many years, has been the fiscal agent for the Adoption Resource Center, a program of the Family Enrichment Center (FEC). The Agency is responsible for ensuring the contract requirements of recruiting adoptive parents, providing crisis counseling to adoptive parents, and facilitating ongoing education for adoptive parents are met. Agency staff work closely with FEC staff to complete quarterly reports, annual monitoring, and collaboration for the benefit of adoptive children and parents.

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 in Logan County, 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 Logan County. These meals help meet the nutrition demands of children and youth for physical and mental development while relieving pressure on the family food budget. Last year, the local police and fire departments, among other guests visited the site to interact with children.

Many of our counties are plagued with extremely high rates of teen-age pregnancy. 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. LifeSkills offers free "Healthy Baby Workshop" classes in each of the ten counties March, April, and May. Each participant receives a monetary gift card and become eligible for other gifts.

The agency operates services at four head start centers in three counties because quality early childhood services reduce teen pregnancies and prevents crime involvement. In addition to financial support from Community Action of Southern Kentucky, support is provided by the City of Bowling Green, Edmonson County Fiscal Court, Metcalfe County Fiscal Court, and Warren County Fiscal Court.

Community Action manages an on-site child care center in a fifty-four unit housing complex for primarily single parent full time students. Through a grant with Kentucky Housing Corporation, the complex was built to include a Community Center and Child Care. The location of the

development is in the area formerly known as Bowling Green Enterprise Community. This area 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. Little Scholars offers onsite child care and head start for Scholar House residents and the neighborhood.

In an attempt to reduce and/or to prevent youth problems and crime and promote economic self sufficiency, Community Action of Southern Kentucky facilitates a scholarship program in all ten counties. Income eligible high school seniors are encouraged to apply for this \$1000 scholarship. Last year alone, \$9,000 in scholarships was given to these income eligible high school seniors.

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 Community Collaborations for Children are hosting a Teen Summit with guest speaker at four local high schools this year during Child Abuse Prevention Month. This will be a Green Dot presentation with approximately 485 high school kids in attendance covering the topics of safety, relationship violence, sexual violence, and stalking.

- m. 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 seeks to address poverty conditions through coordination and linkages of other community services as well as through client services. These coordinated efforts have been described in the narrative and may include volunteer recruitment, community presentations, participation with inter-agency groups, and initiating referral and linkage mechanisms with other service groups in the community. Community Action of Southern Kentucky leadership team and staff are members of various boards, councils and community groups across the service area which help all agencies maximize resources, prevent duplication of services, and strengthen relationships. As federal, state, and local funding continues to get tighter, economic development has been slow. Community partners are competing for the same local dollars, in-kind resources are becoming scarce, and it is imperative to continuously seek funding opportunities that support the mission of your agency. Community Action of Southern Kentucky continues to face these challenges by restructuring a current staff's position to focus on writing grants and public relations.

The Chief Operations Officer, County Coordinators, and finance staff under the leadership of the Executive Director will coordinate the 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.

- n. Describe how the agency analyzed SFY2018 ROMA data and adjusted the SFY 2019 plan to improve service delivery.**

Leslie Talley met with the several members of the Management Team in April to analyze the Community Needs Assessment data. Leslie Talley, Chief Operations Officer is a Nationally Certified ROMA Trainer and provided the needs assessment in advance for review. Each staff member brought knowledge unique to their specialty and information from their programs to discuss as well.