

2022 ANNUAL REPORT

*Helping People,
Changing Lives -
since 1965*

Fiscal Year Ending:
9/30/2022

OHIO HEARTLAND COMMUNITY ACTION COMMISSION

Serving Crawford, Marion, Morrow & Richland Counties, Ohio

We are a proud member of the National



Corporate Offices:

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Marion, Ohio 43301-0779

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OHCAC Brief General Agency Description

OHCAC is a private non-profit corporation providing services to benefit low income people in Crawford, Marion, Morrow and Richland Counties of Ohio. The overall goal of the Commission is to help low income persons break the cycle of poverty and better their economic situation. OHCAC was established in 1965.

Major federal and state funded programs and services include: Head Start preschool (3-5) and Early Head Start (0-3) services, energy/utility assistance, and home weatherization. Many other programs are provided that are unique to each county.

What Is Community Action?

Community Action Agencies (CAAs) are nonprofit private and public organizations established under the Economic Opportunity Act of 1964 to fight America's War on Poverty. Community Action Agencies help people to help themselves in achieving self-sufficiency.

Since their inception, CAAs have helped low-income Americans escape poverty and achieve economic security. Through a broad variety of programs such as Head Start, job training, housing, food banks, energy assistance, and financial education, CAAs tailor their services to meet the needs of the individuals and communities they serve. They put a human face on poverty, advocate for those who don't have a voice, and provide opportunities.

The Promise of Community Action

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.



Our Mission Statement

The Ohio Heartland Community Action Commission (OHCAC) will foster and promote planning services and developmental efforts for the mobilization and utilization of resources, public and private, for coordinated attack upon conditions of poverty affecting the inhabitants of the area.

OHCAC will solicit, contract for, receive, administer, and disburse any funds, grants, bequests, devises, and other resources for the execution and implementation of specific or general programs in carrying out its purposes.

Pandemic Response

During the entire 12 months of the 2022 Program Year, OHCAC staff continued to actively respond to the COVID Pandemic which has engulfed our country. During this unprecedented time our Community Action Agency, with the support of our Governing Board and Policy Council and guidance from our funding sources, continued to provide daily services in our multi-county service area.

In particular:

- Our CSBG/HEAP staff worked every day offering both traditional face-to-face and call-in services following required COVID safety measures to serve customers with expanded pandemic programming. Hundreds of households were helped with homeowner and rental assistance in addition to our basic organizational services.
- Our Head Start/Early Head Start staff returned to full on-site programming to begin our Head Start year and continually provided programming in the face of intermittent classroom closings due to COVID and COVID-related quarantines, which continue to challenge our families, children and staff.
- Our Energy Program providers continued to perform in the field following approved customer safety precautions and making allowances as we dealt with material shortages and delays.

I would like to express my appreciation to **all** OHCAC staff for their dedication, their ingenuity, and their resourcefulness to our customers and our agency.

2022 continued to be a challenging time for OHCAC. Perhaps we were more creative this year than in any of our previous 57 years of operation. This year, as in our recent COVID years, we found ways to get the job done serving as many families as possible. Our staff met and overcame many challenges this past year. We continue to plan for the future looking for new methods to provide services, programming and improvements to assist those in need in our multi-county service area.

Andrew J. Devany, Executive Director



OHCAC Board of Trustees (As of 9/30/2022)

Community Action Agencies are unique because they are governed by a tri-partite Board of Trustees. Federal law mandates Community Action Agencies to compose a Board with an equal number of members representing the Public (PB) sector, the Private (PV) sector and the Low-Income (LI) Community. The following individuals were seated OHCAC Board members as of September 30, 2022.

<u>President</u>	<u>Vice-President</u>	<u>Secretary</u>	<u>Treasurer</u>
Richard Genzman Crawford County Public (PB)	Kerr Murray Marion County Public (PB)	Tracy Blackburn Morrow County Private (PV)	Doug Court Crawford County Private (PV)

<u>Marion County</u>	<u>Crawford County</u>	<u>Morrow County</u>	<u>Richland County</u>
Vacant – PB	Richard Genzman – PB	Fawn Mollenkopf – PB	Teresa Alt – PB
Kerr Murray – PB	Larry Schmidt – PB	Tracy Blackburn – LI	Kim Meadows – LI
Staci Thomas – PB	Thomas O’Leary – PB	Vacant – LI	Fred Boll – PV
Vacant – LI	Joe Stafford – LI	Darci Hendrickson – PV	
Sherry Russell – LI	Tina Bloomfield – LI	Doyle Whited – PV	
Stephanie Hudson – PV	Rick Maddox – LI		
Robert Concepcion – PV	Douglas Court – PV		
Laura Detwiler – PV	Darrin Harvey – PV		

Letter from the President of the OHCAC Board of Trustees

May 9, 2023

As the Board President of the Ohio Heartland Community Action Commission, I am pleased to present my letter for this Annual Report. As we continued to come out of the COVID-19 pandemic, OHCAC continued to adjust and adapt to a new way of doing things in the communities that we serve.

I cannot commend the staff enough who work in our Marion, Crawford and Morrow Centers for the assistance they have provided for the area residents. They are a dedicated staff, committed to accomplishing our programs goals and implementing the services we offered this past year, like the Home Energy Assistance Program (HEAP) and the Home Weatherization Assistance Program (HWAP). We assisted people with filing income tax returns. We operated personal needs pantries and provided senior assistance. We distributed EFSP food cards. This lists only a few of the vital services that our Centers provided. All of this was made possible because of the partnerships we have with the Department of Energy, the Department of Health and Human Services, the State of Ohio Energy Partnership Program, the Columbia Gas Warm Choice Program, the Ohio Edison Community Connections Program, and the American Electric Power Conservation Program.

One of the greatest challenges we faced this past year at OHCAC was to strive for full enrollment in our Head Start and Early Head Start programs. Debbie Shuster and her staff diligently worked the entire year to fill all available slots and to obtain lead teachers, assistants and other support staff to serve children from birth to age 5 and their families in our communities. We were very fortunate to receive funding from Coronavirus Aid, Relief, and Economic Security (CARES) Act. Because of this additional funding received from the Head Start Office, we were able to increase the staff salaries, besides just giving Cost of Living Adjustments, of our teachers and staff to make us more competitive in retaining these quality people. We have a very good Head Start staff, but I also want to thank the parents, grandparents, and other family members who invest their time. We would not be as nearly effective without your support and involvement.

I can say much more, but I invite you to read this year's Annual Report. It gives you much more comprehensive details about the services we provided this past year. I trust that you will see in these pages that OHCAC continues to provide quality services to individuals and families in need of assistance. As the Board President of the Ohio Heartland Community Action Commission, I am privileged to be President of a dedicated tripartite Board of Trustees representing Crawford, Marion, Morrow, and Richland Counties. I thank those who have made a commitment to serve on the Board of Trustees and for their dedication to serving people of the communities in which we work and live.

Sincerely,

Richard Genzman
Board President

FY-2022 Program Service Areas

Senior Management Staff

Program	Marion	Crawford	Morrow	Richland
Head Start / Early H.S. School Lunch, Step up to Quality, H.S. Stabilization	•	•	•	•
Home Energy Assistance	•	•	•	
LI Water Assistance	•	•	•	
AEP Fuel Funds: Neighbor to Neighbor	•	•	•	
PIPP Plus	•	•	•	
Home Weatherization Assistance	•	•	•	
Electric Partnership (Sub-Contract in: Allen, Hancock, Hardin, Putnam and Wyandot Counties)			•	
Community Connections - First Energy	•	•	•	
American Electric Power	•	•	•	
Warm Choice	•	•	•	
CSBG / CSBG Cares	•	•	•	
CAA - HRG	•	•	•	
EFSP	•	•	•	
Homeless Program / Rapid Rehousing	•	•		
Prescription (Rx)	•	•	•	
Income Tax Preparation	•	•	•	

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Chief Fiscal Officer
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IT Manager
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Robert Foreman
HEAP/LIHWAP Director
(740) 387-1039 Ext. 1111

Debbie Schuster
Head Start Director
(740) 387-1039 Ext. 1109

Tracey Rector
Marion Center Director
(740) 383-2154 Ext. 1313

Lisa Meddles
Morrow Center Director
(419) 946-2009 Ext. 1908

Tammy Crabtree
Crawford Center Director
(419) 468-5121 Ext. 1619

Organizational Funding

Grant Programs

Community Services Block Grant	\$	203,586
Community Services Block Grant CARES		256,356
CAA HRG		2,791,866
Utilities Assistance (OHFA)		195,522
Low Income Water Assistance		162,849
Community Development Block Grant		105,813
Prescription Assistance		2,399
Home Energy Assistance Program – Administration		663,421
Home Energy Assistance Program – Winter Crisis		745,849
Home Energy Assistance Program – Summer Crisis		283,907
PIPP Plus		12,933
Home Weatherization Assistance Program – DOE		329,891
Home Weatherization Assistance Program – HHS		1,397,385
Head Start / Early Head Start		8,558,371
Step Up to Quality		34,337
CACFP School Lunch		415,734
Emergency Food & Shelter Program		23,176
Rapid Rehousing		204,488
Other		33,389

Contract Programs

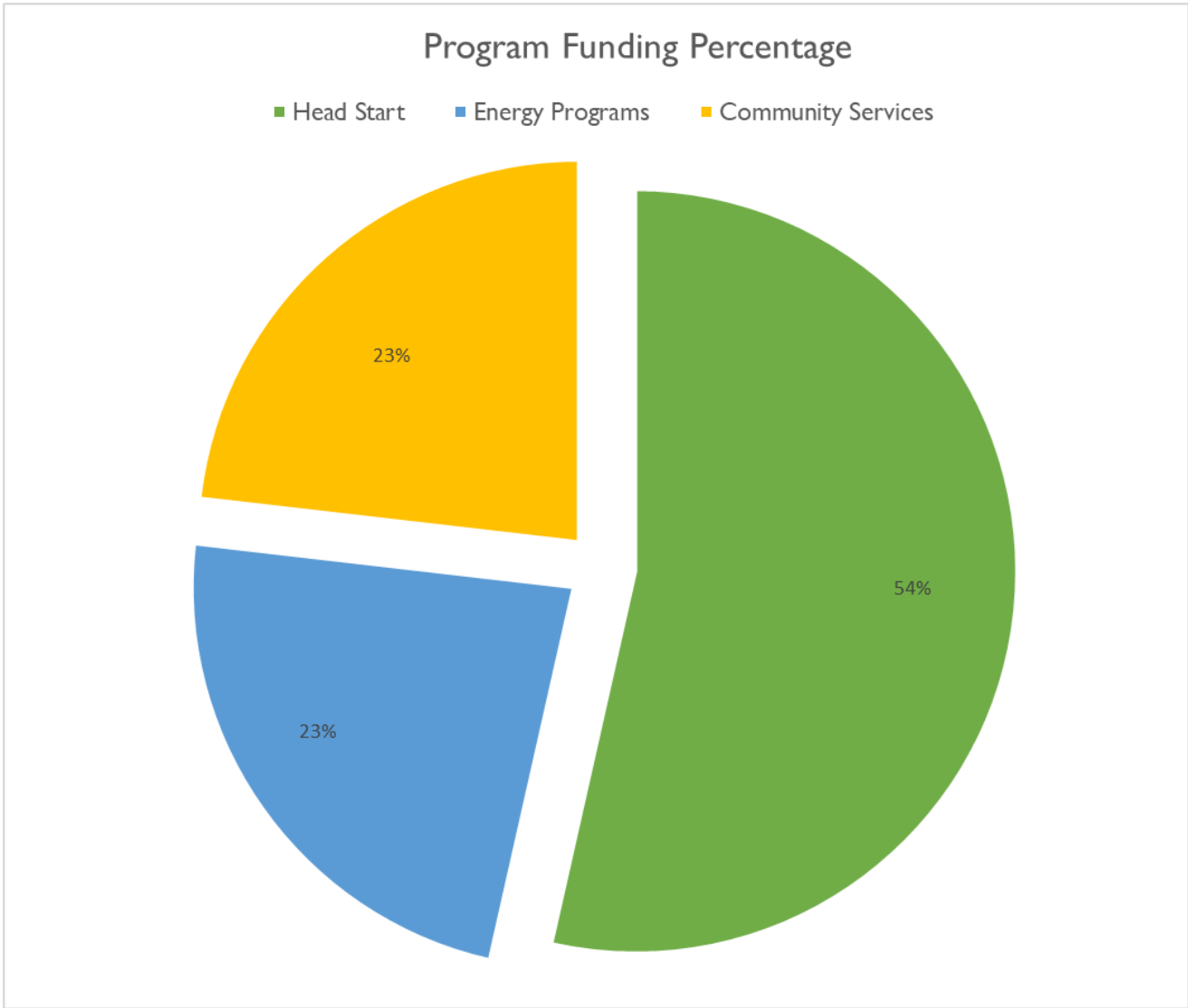
Columbia Gas Warm Choice		98,080
Community Connections – First Energy		183,294
AEP Low Income Assistance		6,132
Universal Service Fund/Electric Partnership Program		279,068

Organizational Funding Level: **\$ 17,171,308**

(As of fiscal year ending 9/30/2022)

Program Funding Percentage Chart

<u>PROGRAM</u>	<u>FUNDING</u>	<u>PERCENTAGE</u>
Head Start/Early HS	\$ 9,191,904	54%
Energy Programs	3,999,960	23%
Community Service	3,979,444	23%
Total Funding	\$17,171,308	



Programmatic Data Sheet

Energy Programs

HEAP

Emergency customers Marion	1,393
Emergency customers Crawford	978
Emergency customers Morrow	653
Emergency payments Marion	\$340,725.58
Emergency payments Crawford	\$358,965.07
Emergency payments Morrow	\$357,182.03
First Energy customers	191
First Energy payments	\$26,586.42
Columbia Gas customers	207
Columbia Gas payments	\$34,522.56
Regular HEAP customers	4,869
PIPP customers	4,471
AEP Neighbor to Neighbor Fuel Fund customers	8
AEP Neighbor to Neighbor Fuel Fund payments	\$1,967.00

Low Income Home Water Assistance Program (LIHWAP)

Customers served	507
Payments made	\$126,452

Housing

HWAP units	82
EPP units	229
Community Connections units	112
WarmChoice units	29
AEP units	1

Community Services

United Community Prescription Assistance

Customers enrolled	62
Customer achieves performance target	59
Dollars Saved	\$5,888

Board Involvement

Number of new Board members	3
Number of Board members receiving training	27
Number of hours of training attended	32
Number of total volunteer hours provided	277

Staff Capacity Building

Number of hours of training attended	1,231
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Emergency Services

Clothing requested	5
Clothing issued	5
Food requested	88

Programmatic Data Sheet (Continued)

Community Services (Continued)

Emergency Services (Continued)

Food issued -----	284
Fuel/utility payment requested-----	1,003
Fuel/utility payment received -----	1,003
Personal Needs Pantry requested -----	436
Personal Needs Pantry issued -----	436
Furniture requested -----	0
Furniture issued -----	0
Medical care requested -----	0
Medical care issued -----	0
Prescriptions requested (Crawford/Morrow) -----	5
Prescriptions issued (Crawford/Morrow) -----	5
Miscellaneous requests-----	329
Miscellaneous issues -----	329
Rent or mortgage assistance requested-----	854
Rent or mortgage assistance issued -----	854
Temporary shelter requested -----	0
Temporary shelter issued -----	0
Transportation assistance requested -----	7
Transportation assistance issued -----	7
Community investment -----	\$47,324
Volunteer hours-----	10
Back Packs requested -----	110
Back Packs issued -----	1,791
Senior Boxes requested -----	55
Senior Boxes issued -----	617

Volunteer Income Tax Assistance

Number of returns completed in 2020 -----	354
Amount of Earned Income Credits returned -----	\$77,124
Amount of Federal Tax withholdings returned -----	\$387,293
Amount of State Tax withholdings returned -----	\$54,200
Value of tax prep fees saved (based on an average of \$266 per return)-----	\$94,164

Head Start

Staff Capacity Building

Number of hours of training attended -----	5,245.50
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Head Start Services

Total funded enrollment-----	587
Total cumulative enrollment -----	746
Total volunteer hours -----	45,588

Programmatic Data Sheet (Continued)

Head Start (Continued)

Regular Head Start Program:

Funded Enrollment-----	475
Total Cumulative Enrollment -----	556
Volunteer hours-----	26,903
Children and Families participated – an on-going waiting list averaged -----	96
Children certified up to date with immunizations -----	83%
Diagnosed with a chronic condition needing medical treatment-----	51
Children received preventative dental care -----	65%
Children with an IEP received special services by itinerate teachers and therapists-----	82
Income below 100% of federal poverty line-----	404
Public assistance such as TANF, SSI, etc. -----	75
Status such as a foster child - # children only -----	34
Status as homeless -----	10
Over income-----	33

Early Head Start Program:

Total Funded Enrollment -----	112
Total Cumulative Enrollment -----	190
Volunteer hours-----	21,685
Children and Families participated – an on-going waiting list averaged -----	36
Children certified up to date with immunizations -----	76%
Diagnosed with a chronic condition needing medical treatment-----	10
Children received preventative dental care -----	30%
Children with an IFSP determined eligible to receive intervention services -----	47
Income below 100% of federal poverty line-----	112
Public assistance such as TANF, SSI, etc. -----	36
Status such as a foster child - # children only -----	24
Status as homeless -----	7
Over income-----	11

Programmatic Summary Sheet

Energy Assistance

Electric Partnership Program - Funded by a contract with the Ohio Department of Development, the EPP program provides energy audits to specific service areas, providing customers with energy saving techniques along with energy saving LED light bulbs, and replacement of qualified refrigerators and/or freezers with energy star rated units.

Community Connections Program - Funded by First Energy, Ohio Edison and Ohio Partners for Affordable Energy, FE customers receive help in reducing their electric usage with energy saving LED light bulbs, refrigerators and/or freezers, and electric stoves.

AEP Community Assistance Program - Funded by American Electric Power, AEP customers receive help in reducing their electric usage with energy saving LED light bulbs, refrigerators and/or freezers. This program ended December 2021.

Home Weatherization Assistance Program - (HWAP) This program consists of a home inspection to determine the most cost effective energy saving services that could be performed; including insulation, air leakage reduction, safety inspection of heating units, and consumer education.

WarmChoice Program - (WC) Funded by Columbia Gas or Ohio/NiSource through a rate payer surcharge, WC is designed to increase the energy efficiency of homes owned or occupied by income-eligible Columbia Gas customers in Ohio. Consisting of: an energy inspection to determine which cost effective weatherization services can be installed; safety inspections on the gas appliances, such as furnaces and water heaters, to verify they are operating safely and efficiently, including tune-ups and replacements where warranted; installation of insulation in the walls, attic, basement, crawl space and floors as appropriate; sealing of major sources of air leakage.

Home Energy Assistance Program (HEAP) (also called “Regular HEAP”) - is a federally funded program designed to help income-eligible Ohioans with their winter heating bills. The program runs from July 1 to May 31 this year. Clients at or below 175% of the Federal Poverty Guidelines (FPG) receive a benefit in the form of a direct payment toward their main heating account. HEAP benefits are typically credited directly towards the eligible client’s energy heating bill beginning in the month of January. The benefit amount depends on funding received from the U.S. Department of Health and Human Services, household poverty level, household main heating source, household location, if someone in the home is disabled, if a person in the home is 60 years of age or older, if there is a child in the home 5 years of age or younger, or if the household is enrolled in the Percentage of Income Payment Plan Plus (PIPP).

Winter Crisis Program (WCP) (also called “Emergency HEAP” or “E-HEAP”) - is part of HEAP that provides a benefit once per heating season to an income-eligible Ohioan’s main heating and/or electric accounts. Clients must apply in person at the local Energy Assistance Provider (EAP) for WCP. Eligible clients are those at or below 175% of the FPG who are disconnected (or have a pending disconnection notice), need to establish new service, need to pay to transfer service, have PIPP default, need to pay first PIPP, or have 25% (or less) of a bulk fuel supply remaining.

Programmatic Summary Sheet

Energy Assistance (Continued)

Winter Crisis Program (WCP) (also called “Emergency HEAP” or “E-HEAP”) (Continued)

The program can also assist with fuel tank placement, fuel tank testing and heating system repair. As a last resort, electric portable space heaters may be provided. The program operates from November 1 to March 31 each year. Clients with a current medical certificate on file with their utility are ineligible to receive WCP assistance until the medical certificate protection expires.

Summer Crisis Program (SCP) (also called “Summer Cooling”) - is part of HEAP that provides a benefit once per cooling season to an income-eligible Ohioan's electric bill, and/or for the purchase of fans and air conditioners. Clients must be interviewed by the local EAP for SCP. Eligible clients are those at or below 175% of the FPG with a household member over the age of 60 and/or a household member with a documented medical condition, a disconnect notice, have been shut off, or are trying to establish new service on their electric bill or require air conditioning. This year the program operated July 1 to September 30.

Percentage of Income Payment Plan (PIPP) Plus Program - helps income-eligible Ohioans manage their energy bills year-round. The program allows income-eligible Ohioans to pay their energy bill each month based on a percentage of their income. To be eligible for the program, a client must receive residential, electric or gas service from a company regulated by the Public Utilities Commission of Ohio (PUCO), have a total household income at or below 175% of the FPG, and must apply for all Ohio Development Services Agency (Development) Energy Assistance Programs for which he or she is eligible. A client's PIPP payment will be set at 10% of the last 30 days of household income for households that heat with electric and 5% for households with a different main heating source. The minimum payment amount is \$10.

Ohio Neighbor 2 Neighbor Program – The Neighbor 2 Neighbor Program, administered by Dollar Energy Fund, provides eligible customers with a utility assistance grant applied directly to their AEP Ohio energy bill. This grant helps limited-income customers maintain or restore their basic electric service. The Neighbor 2 Neighbor Program helps those who are experiencing financial hardships and need assistance to help them get back on their feet. The maximum grant amount an applicant may receive is \$500.

Health and Safety

Emergency Services Program – The Emergency Services Program is made available to low-income people who are in need of emergency type services – food, clothing, utility bills assistance – to become more self-sufficient. Ohio Heartland CAC Directors, Office Managers, Program Coordinators, Intake Workers and other staff within the Marion-Crawford-Morrow service areas provide the assistance. Customers not directly served were referred to other local service providers.

United Community Prescription Program – The Prescription Program is operated by OHCAC in conjunction with the Marion Area Physicians and local pharmacies. Its mission is to help customers find the most cost effective way of obtaining prescriptions. The program is open to Marion County residents of any age or income level who are without prescription insurance coverage. We receive funding from the Marion Community Foundation to operate this program.

Programmatic Summary Sheet

Health and Safety (Continued)

Low Income Home Water Assistance Program (LIHWAP) – This is a federally funded program designed to help income-eligible Ohioans with their water and wastewater bills. The program runs from October 1 to September 30. Eligible clients are those at or below 175% of the Federal Poverty Guidelines (FPG) who have been disconnected (or have a disconnection notice), have a past due amount, are going into lien, or need to establish new service or pay to transfer service. Clients with a current medical certificate on file with their utility are ineligible to receive LIHWAP assistance until the medical certificate protection expires.

Volunteer Income Tax Assistance (VITA) – The VITA program began in 2013. This program offers free tax filing assistance to low- to moderate-income people. IRS certified trained volunteers and staff assist with preparing electronic Federal, State, and school district returns. Customers are provided with information about special tax credits such as Earned Income Tax Credit, Child Tax Credit, and Credit for the Elderly or Disabled. Taxes are prepared by appointment only in early February to early April. There is no charge for this program.

Back Pack Program – The regular Back Pack Program provides school age children in Galion City Schools with food over the weekend. The regular program operates during the school year. The summer Back Pack Program provides food over the weekend for children ages one through eighteen who participate in the Galion Summer Feeding Program. Both programs provide shelf stable food for Saturday and Sunday.

Marion Center – The Volunteer Income Tax Assistance Program served 353 clients in 2022. The Rapid Rehousing Program assisted 48 households move from unsheltered to sheltered in 2022. The Personal Needs Pantry is designed to service Marion County residents by providing products that help with everyday needs not normally available in a food pantry or provided with SNAP benefits. The Payee Program, which began in 2019, served 14 clients in 2022.

Crawford Center – The staff operate a Food Pantry for Crawford County. A Back Pack Program is offered for school-age children and provides shelf stable food for the weekend. Staff persons also assist with homelessness prevention, rental assistance, holiday assistance, and school. The Commodity Supplemental Food Program (CSFP) is also offered at the Crawford Center. These Senior Box Lunches are for senior citizens 60 years of age and older.

Morrow Center – The staff operate a personal needs program at the Center. The Personal Needs Pantry is designed to service Morrow County residents by providing products that help with everyday needs but that are not normally available in a food pantry or provided with SNAP benefits. Other services available through the Center included gas cards to assist clients with fuel for work and appointments, a medication lock box program to help protect people/children from medications, a car repair program providing up to \$500 in vehicle repairs, and a prescription program providing up to \$200 toward prescriptions for people of any age.

Independent Living

Rapid Rehousing Program – Marion and Crawford counties are served by Rapid Rehousing and Homeless prevention through the Emergency Solutions Grant (ESG). These individuals or families are homeless or facing homelessness within 14 days of application. Through the grants we are able to help secure housing, pay the deposit and first months rent, provide additional rental assistance through case management, and assist with job seeking skills, resumes and food assistance. This program began in 2018 assisting families who were homeless to find stable, affordable housing.

Programmatic Summary Sheet



Family Development

Head Start / Early Head Start PY-2021 (July 1, 2021 – June 30, 2022)

The OHCAC Early Head Start program served a total of 190 children totaling 162 families. Of this number served, 76% were up-to-date with immunizations, received all possible for their age or on a schedule of age-appropriate preventive and primary health care according to the state EPSDT schedule for well child care, with 10 being diagnosed with a chronic condition needing medical treatment, 30% of the children received preventative dental care. The number of children enrolled in the program that have an Individualized Family Service Plan (IFSP) indicating that they have been determined eligible by a Part C agency to receive intervention services under the IDEA were 47 children.

The OHCAC Head Start program served a total of 556 children totaling 497 families in program year. Of this number served, 83% were up-to-date with immunizations, received all possible for their age or are on a schedule of age-appropriate preventive and primary health care according to the state EPSDT schedule for well child care with 51 being diagnosed with a chronic condition needing medical treatment, 65% of the children received preventative dental care with 32% diagnosed as needing treatment. The number of children enrolled in the program that have an Individualized Education Program (IEP) indicating that they have been determined eligible by the LEA to receive special education and related services provided in the Head Start centers by itinerant teachers and therapists were 82 children.

The program operates according to applicable EHS/Head Start Performance Standards and Ohio Department of Job and Family Services licensing regulations. We strive to provide an environment where children feel safe and are encouraged to be active and creative explorers trying out their own ideas and thinking their own thoughts in areas that interest them.

We serve 112 Early Head Start children in center-based programs operating 7 hours per day 222 days a year. We offer the center based Early Head Start program for 48 children in Marion County, 32 children in Richland County, 16 children in Crawford County and 16 children in Morrow County.

The Head Start program serves a total of 475 children and their families in the following program options:

- 158 Head Start children – Three and one-half hours per day, four days per week, 128 days per year. The half day center option is available for children to attend a preschool classroom either in the morning or afternoon for 3½ hours Monday through Thursday. Children attending the morning session are served an approved USDA breakfast and lunch. The afternoon session children receive an approved USDA lunch and a snack.
- 356 Head Start children in full day classrooms for seven hours per day, four days per week, 147 days per year. The full day classroom option is available for children to attend a preschool classroom from 8:30 am – 3:30 pm and includes an approved USDA breakfast, lunch and afternoon snack.
- In the four-county service area not all eligible children are provided with EHS/Head Start services due to the extensive waiting list that averages approximately 130 children.

Our comprehensive program provides services to our families in the areas of Family Partnership, Transition, Education, Health and Nutrition, Intervention, Mental Health and Transportation. Our 23 classrooms enroll 587 children in the cities of Bucyrus, Cardington, Galion, Mansfield, Marion and Mt. Gilead, located in Crawford, Marion, Morrow and Richland counties.

Programmatic Summary Sheet



Family Development (Continued)



Head Start PY-2021 (July 1, 2021 – June 30, 2022) - Continued

A Family Advocate is assigned to each family with a child in a Head Start center. Family Partnership Agreements are completed and goals are set. Throughout the year, our Family Advocates visit the parents in their homes a minimum of three times to bring needed information, resources and to make necessary referrals to help each family. Family Activities include monthly Family Connection meetings for each county and the monthly Policy Council meeting. Policy Council members serve as an advisory group and also approve certain activities of the program including the development of the annual federal grant application. Policy Council members also serve on the Governing Board and Board members serve on Policy Council. Other family activities include the home Literacy program, Safe, Healthy and Ready to Learn activities chart and home curriculum activities which support the Creative Curriculum and the Teaching Strategies Assessment tool used in the centers. Family members volunteer in the centers and on field trips when possible.

The children are prepared for kindergarten through the use of the Creative Curriculum which supports the State of Ohio Early Learning Standards and the Head Start Early Learning Outcomes Framework. Individual Child Transition Information forms are developed for each family to be used when they register their children for kindergarten. A release of information form is also filled out in case the kindergarten needs to request additional information.

To build a foundation for comprehensive school readiness and to support the overall development of each child, OHCAC Head Start implements a research-based curriculum that is fully aligned to the Head Start Early Learning Outcomes Framework: Ages Birth to 5 (HSELOF) and the Ohio Early Learning and Development Standards. It is linked to ongoing assessment with developmental goals and measurable objectives that promote positive outcomes in Early Childhood Programs serving children Birth to 5 years old.

The most important goal of our early childhood curriculum, Creative Curriculum, is to help children become enthusiastic learners by encouraging children to be active and creative explorers who are not afraid to try out their ideas and to think their own thoughts. Our goal is to help children become independent, self-confident, inquisitive learners. We are teaching them how to learn, not just in preschool, but all through their lives. We are allowing them to learn at their own pace and in the ways that are best for them. We are giving children good habits and attitudes, particularly a positive sense of themselves, which will make a difference throughout their lives. Supplemental resources used in our classrooms include the High Five Mathematize Program and Conscious Discipline. Conscious Discipline® is built on the premise of developing discipline within children rather than applying discipline to them.

Education Supervising Managers complete a Creative Curriculum Fidelity checklist in each classroom assisting in determining whether our curriculum is being implemented with fidelity in the classrooms. An overall score of 70% in a Head Start classroom is considered implementing with fidelity. The overall average for the 2021 Fall score for the Head Start classrooms was 90.5%. The scores for an Early Head Start classroom are divided into High Fidelity - 118 or greater, Medium Fidelity - 82 through 117, and Low Fidelity - 91 or fewer. The average score for the Early Head Start classrooms was 119.6.

Teaching Strategies Gold is our assessment tool. The 38 objectives define the skill, knowledge, and behaviors we are helping children acquire in our program. The TSG report gives us an opportunity to look at our program's performance levels.



Programmatic Summary Sheet

Family Development (Continued)



Head Start PY-2021 (July 1, 2021 – June 30, 2022) - Continued

Classroom teaching staff complete a TSG Interrater Reliability Certification to increase the reliability of judgements using the TSG Gold assessment and improve planning for individual children.

The agency analyzes the Teaching Strategies Gold Snapshot Report for School Readiness measuring 6 areas of development; Social Emotional, Physical, both gross and fine motor, Language, Cognitive, Literacy and Mathematics. The results showed a range of 72% to 83% of our Head Start and Early Head Start children either met or exceeded expectations for the Birth through Pre-K level in the classrooms through the 1st and 3rd assessment period.

All seven of our sites have obtained a Four or Five Star rating from Step Up to Quality, which is a voluntary five-star quality rating system administered by the Ohio Department of Job and Family Services (ODJFS) and the Ohio Department of Education (ODE). The program recognizes and promotes learning and development programs that meet benchmarks over and above minimum health and safety licensing standards that lead to improved outcomes for children.

We use the research-based CLASS Pre-K observational tool to assess classroom quality of teacher-student interactions in our classrooms.

The Infant/Toddler Environment Rating Scale is used in all Early Head Start classrooms. The comprehensive, reliable and valid instrument assesses the health and safety of the classroom environment, the language activities and the supportive interactions between the children and classroom staff.

Our program uses a School Readiness Checklist for children who will be kindergarten eligible next school year. The checklist was created using input from our School Readiness Team consisting of Local School District representatives, Head Start staff and parents. The checklist is shared with parents during conferences and home visits.

Children learn how to work in groups, be responsible for their actions, to practice good health and hygiene habits in addition to receiving nutritious meals and gaining pre-literacy and pre-math skills. Families are encouraged to become advocates for their children's education starting at this level and continuing through the college years. We are proud of the success stories of our Head Start children and families.



2022 Success Story



Marion County



A client was referred to OHCAC from Family Promise Homeless Shelter in Delaware. She was homeless and they were paying for a motel room for her in Marion so that her children could stay in the Marion City School District.

We referred the client to an apartment that was open at a local apartment complex, and she looked it over to decide if it would work for her family. OHCAC was able to pay her application fee and she was accepted. We also paid the deposit and first month's rent through Rapid Re-Housing to get her moved in. She was happy and very grateful that her children would not have to change schools and that they finally had a place to call home!

The client followed the Housing Stabilization Plan that we worked on together, but she still had an issue with obtaining furniture. The kids had beds but she could not find one for herself that she could afford. The fact that she had no driver's license or vehicle was impeding her ability to get furniture from free or cheap sources or from Facebook marketplace. She was on a list for the Furniture ministry at Aspire Ministries, our local network of churches working together to help those in our community, but it would take a while for them to get what she needed.

OHCAC was made aware of a nice used bedroom set that was being donated and we jumped on the chance to get it to the client. However, we also did not have access to a truck to get it to her and collaborated with the Marion City Schools McKinney-Vento Coordinator to find a way to get the furniture to the client. We were able to locate a volunteer to help with the delivery. The client was very happy to have a bed and to finally get a good night's sleep.

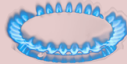


2022 Success Story

DON'T MISS
THE DEADLINE!



Morrow Center



A client was in threat of disconnection and termination of her utility services. We worked with her since the Summer Crisis Program. She had full custody of 5 great grandchildren and she was not sure what to do. Morrow Center paid her electric and gas to get her back on her feet.

The client calls the office almost every week just to check in and provide updates on how things are going for them. She constantly expresses her gratitude for OHCAC helping her, not judging her, and making her feel like someone actually cares. She said that she was so nervous to come in and ask for help, but she is so glad that she did because it made her feel special and not ashamed.

GRANDPARENTS
fill the world
with LOVE



bhm cpa group, inc.

CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Ohio Heartland Community Action
Commission and Affiliate
Marion, Ohio

Report on the Audit of the Financial Statements

Opinion

We have audited the combined financial statements of Ohio Heartland Community Action Commission and Affiliate, (a not-for-profit corporation), which comprise the combined statement of financial position as of September 30, 2022, and the related combined statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying combined financial statements present fairly, in all material respects, the financial position of Ohio Heartland Community Action Commission and Affiliate, as of September 30, 2022, and the changes in its combined net assets and its combined cash flows for the year then ended in accordance with the accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Ohio Heartland Community Action Commission and Affiliate, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Ohio Heartland Community Action Commission and Affiliate's ability to continue as a going concern for one year after the date that the financial statements are issued (or within one year after the date that the financial statements are available to be issued, when applicable).

INDEPENDENT AUDITOR'S REPORT
(Continued)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Ohio Heartland Community Action Commission and Affiliate's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Ohio Heartland Community Action Commission and Affiliate's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Ohio Heartland Community Action Commission and Affiliate's basic combined financial statements. The schedule of indirect costs on page 16 and the Schedule of Expenditures of Federal Awards as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards are presented for purposes of additional analysis and are not a required part of the basic combined financial statements.

INDEPENDENT AUDITOR'S REPORT
(Continued)

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 5, 2023, on our consideration of the Ohio Heartland Community Action Commission and Affiliate's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Ohio Heartland Community Action Commission and Affiliate's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Ohio Heartland Community Action Commission and Affiliate's internal control over financial reporting and compliance.

BHM CPA Group

BHM CPA Group, Inc.
Piketon, Ohio
May 3, 2022

INDEPENDENT AUDITOR'S REPORT
(Continued)

**OHIO HEARTLAND COMMUNITY ACTION
COMMISSION AND AFFILIATE**

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE YEAR ENDED SEPTEMBER 30, 2022

A. SUMMARY OF AUDITOR'S RESULTS

1. We have issued an unmodified opinion on the financial statements of Ohio Heartland Community Action Commission and Affiliate.
2. The audit did not disclose any internal control related reportable conditions.
3. The audit did not disclose any instances of noncompliance which were material to the financial statements.
4. There were no reportable conditions in internal controls over major programs.
5. We have issued an unmodified opinion on compliance for major programs.
6. The audit did not disclose any findings relative to the major federal awards programs.
7. The major programs selected for compliance testing included:
 - Head Start Cluster, AL 93.600
 - Emergency Rental Assistance Program, AL 21.023
8. The dollar threshold used to distinguish the Type A programs was \$750,000.
9. The auditee did qualify as a low risk auditee.

**B. FINDINGS RELATED TO THE FINANCIAL STATEMENTS IN ACCORDANCE
WITH GENERALLY ACCEPTED GOVERNMENTAL AUDITING STANDARDS**

None noted in current year.

C. FINDINGS AND QUESTIONED COSTS RELATED TO FEDERAL AWARDS

None noted in current year.

OHCAC Offices and Center Locations

Administration Office
372 E. Center St.
Marion, OH 43302



Marian Clark Center – Marion County CAC
1183 Bellefontaine Ave.
Marion, OH 43302



Energy Office
125 Fairview Ave.
Marion, OH 43302



Jan Hulse Head Start Center
2381 Harding Highway E.
Marion, OH 43302



Sam Buehrer Head Start Center
180 Fairfax Rd.
Marion, OH 43302



North Main Street Head Start Center
910 N. Main St.
Marion, OH 43302



Egner Center – Crawford County CAC
124 Buehler St.
Galion, OH 44833



Dawsett Center – Crawford County Head Start Center
525 Dawsett St.
Galion, OH 44833



OHCAC Offices and Center Locations

Bucyrus Center for Head Start (Holy Trinity Church)
740 Tiffin Street
Bucyrus, OH 44820



Morrow Center – Morrow County CAC
28 W. High St.
Mt. Gilead, OH 43338



Mt. Gilead Head Start Center (Whetstone Building)
406 Banks St.
Mt. Gilead, OH 43338



Barb Haxton Head Start Center
255 Hedges St.
Mansfield, OH 44902



Egner Center adjoining lot
196 Buehler St.
Galion, OH 44833

Former Neff's Market Site



We're on the web!
Check us out at:
www.ohcac.org

