

2021 ANNUAL REPORT

*Helping People,
Changing Lives -
since 1965*

Fiscal Year Ending:
9/30/2021

OHIO HEARTLAND COMMUNITY ACTION COMMISSION

Serving Crawford, Marion, Morrow & Richland Counties, Ohio

We are a proud member of the National



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

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.

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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.



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 2021 Program Year OHCAC staff actively responded 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 service as well as 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.

2021 has continued to be a challenging time for OHCAC. Perhaps we were more creative this year than in any of our previous 54 years of operation, finding ways to get the job done serving as many families as possible. Our staff have continually met and overcome 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 9/30/2021)

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, 2021.

<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	Kelsey Lewis – LI	Tamea Jobe – LI
Staci Thomas – PB	Thomas O’Leary – PB	Tracy Blackburn – 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

April 28, 2022

As the Board President of Ohio Heartland Community Action Commission, I am pleased to present my letter for this Annual Report, for many exciting and successful things continue to happen in our Richland, Morrow, Crawford and Marion County communities.

I am pleased to say that the entire OHCAC staff has done an excellent job again this year. We have a wonderful staff and employees who have been very dedicated in accomplishing our program goals and implementing the services we offered this past year. And so, in spite of the fact that we were and are still dealing with COVID-19, services have continued to be provided, oftentimes in new and creative ways. It has truly been a challenge but everyone at Ohio Heartland Community Action Commission has risen to the challenge. And for that I am most grateful, for we exist to serve you and your needs.

Each of our Community Centers has continued to work very hard with local partners to provide quality services to individuals and families residing in Marion, Richland, Crawford and Morrow Counties so that they can achieve economic self-sufficiency. We strive to assist area residents through our Home Energy Assistance Program (HEAP) and Home Weatherization Assistance Program (HWAP) program. We are grateful for the partnership 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 our major programs continues to be our Head Start program. Here, too, the staff and administration worked long hours to safely serve the children and families of Head Start. The addition of classes for Early Head Start has given us the opportunity to provide services to more of our local children and their families. I have talked about the dedication of our Head Start staff and administration, but I would be remiss if I did not mention the important contribution that many individuals in our communities have provided and the partnerships that we have with local organizations throughout the program year. We would not be nearly as effective without their support and involvement.

As this Annual Report shows, Ohio Heartland Community Action Commission continues to provide quality services to individuals and families in need of assistance. I encourage you to read this year's Report as it gives many more details about the services we have provided this past year. As the Board President of Ohio Heartland Community Action Commission, I am privileged to be President of a dedicated tri-partite Board of Trustees representing the counties of Crawford, Marion, Morrow, and Richland. I thank them for their commitment to serving on the Board of Trustees and for their dedication to serving people of the communities in which we work and live.

It is my pleasure to present our Fiscal Year ending 9/30/2021 Annual Report for public view.

Sincerely,

Richard Genzman
Board President

FY-2021 Program Service Areas

Senior Management Staff

Program	Marion	Crawford	Morrow	Richland
Head Start / Early Head Start and CACFP School Lunch	•	•	•	•
Home Energy 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	•	•	•	
EFSP	•	•		
Homeless Program / Rapid Rehousing	•	•		
Prescription (Rx)	•	•	•	
Income Tax Preparation	•	•	•	

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Sara Herrera
Morrow Center Director
(419) 946-2009 Ext. 1905

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

Organizational Funding

Grant Programs

Community Services Block Grant	\$	379,166
Community Services Block Grant CARES		182,679
CAA HRG		1,438,774
CARES CFR-ESP		719,961
Community Development Block Grant		429,126
Prescription Assistance		2,342
Home Energy Assistance Program – Administration		582,159
Home Energy Assistance Program – Winter Crisis		630,886
Home Energy Assistance Program – Summer Crisis		368,183
PIPP Plus		47,116
Home Weatherization Assistance Program – DOE		292,069
Home Weatherization Assistance Program – HHS		557,646
Head Start / Early Head Start		8,567,448
CACFP School Lunch		289,963
Drug and Alcohol Addiction		5,329
Emergency Food & Shelter Program		10,368
Rapid Rehousing		161,614
Other		1,074

Contract Programs

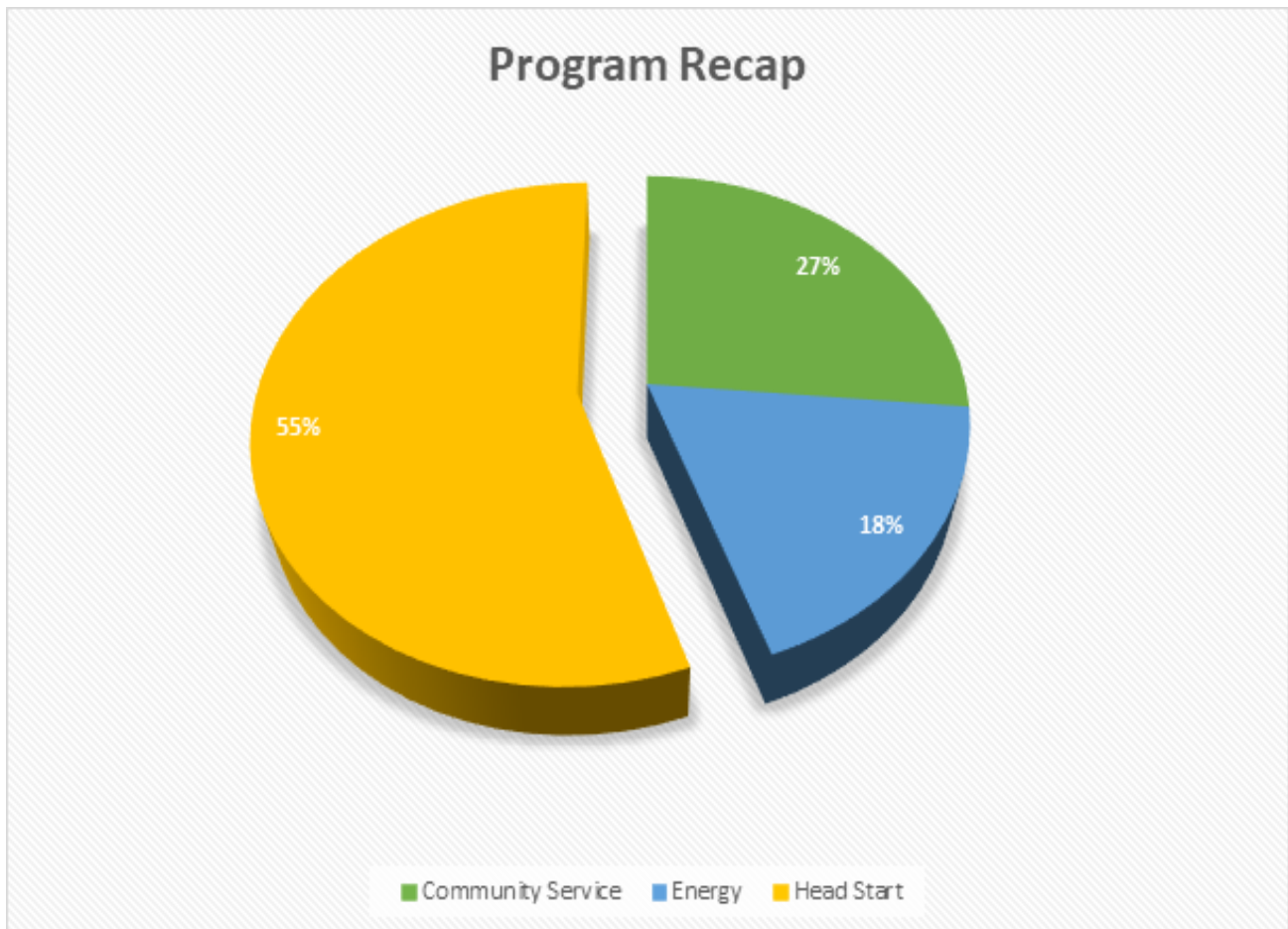
Columbia Gas Warm Choice		66,585
Community Connections – First Energy		159,991
AEP LI		15,123
Universal Service Fund/Electric Partnership Program		250,141
Donations and Other (Unrestricted)		315,694

Organizational Funding Level: **\$ 15,472,363**

(As of fiscal year ending 9/30/2021)

Program Funding Percentage Chart

<u>PROGRAM</u>	<u>FUNDING</u>	<u>PERCENTAGE</u>
Head Start/Early HS	\$ 8,567,448	55.37%
Energy Programs	2,809,908	18.16%
Community Service	4,095,007	26.47%
Total Funding	\$15,472,363	



Programmatic Data Sheet

Energy Programs

HEAP

Emergency customers Marion -----	1,147
Emergency customers Crawford -----	887
Emergency customers Morrow -----	671
Emergency payments Marion -----	\$274,064.96
Emergency payments Crawford -----	\$317,445.45
Emergency payments Morrow -----	\$331,442.07
First Energy customers -----	188
First Energy payments -----	\$31,589.16
Columbia Gas customers -----	155
Columbia Gas payments -----	\$29,019.18
Regular HEAP customers -----	4,630
PIPP customers -----	3,963
AEP Neighbor to Neighbor Fuel Fund customers -----	13
AEP Neighbor to Neighbor Fuel Fund payments -----	2,550.00

Housing

HWAP units -----	67
EPP units -----	161
Community Connections units -----	85
WarmChoice units -----	26
AEP units -----	19

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 -----	8
Number of Board members receiving training -----	32
Number of hours of training attended -----	21
Number of total volunteer hours provided -----	204

Staff Capacity Building

Number of hours of training attended -----	1,231
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Emergency Services

Clothing requested -----	69
Clothing issued -----	1,018
Food requested -----	200
Food issued -----	544
Fuel/utility payment requested -----	381
Fuel/utility payment received -----	381

Programmatic Data Sheet (Continued)

Community Services (Continued)

Emergency Services (Continued)

Personal Needs Pantry requested -----	520
Personal Needs Pantry issued -----	611
Furniture requested -----	0
Furniture issued -----	0
Medical care requested -----	4
Medical care issued -----	4
Prescriptions requested (Crawford/Morrow) -----	4
Prescriptions issued (Crawford/Morrow) -----	4
Miscellaneous requests-----	844
Miscellaneous issues -----	844
Rent or mortgage assistance requested-----	423
Rent or mortgage assistance issued -----	433
Temporary shelter requested -----	0
Temporary shelter issued -----	0
Transportation assistance requested -----	15
Transportation assistance issued -----	15
Community investment -----	\$95,763
Volunteer hours-----	165
Back Packs requested -----	65
Back Packs issued -----	2,501
Senior Boxes requested -----	70
Senior Boxes issued -----	668

Volunteer Income Tax Assistance

Number of returns completed in 2020 -----	485
Amount of Earned Income Credits returned -----	\$106,748
Amount of Federal Tax withholdings returned -----	\$476,388
Amount of State Tax withholdings returned -----	\$73,091
Value of tax prep fees saved (based on an average of \$266 per return)-----	\$129,010

Head Start

Staff Capacity Building

Number of hours of training attended -----	3,079.25
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Head Start Services

Total funded enrollment-----	635
Total cumulative enrollment -----	762
Total volunteer hours-----	45,419

Programmatic Data Sheet (Continued)

Head Start (Continued)

Regular Head Start Program:

Funded Enrollment-----	555
Total Cumulative Enrollment -----	597
Volunteer hours-----	33,149
Children and Families participated – an on-going waiting list averaged -----	128
Children certified up to date with immunizations -----	71%
Diagnosed with a chronic condition needing medical treatment-----	54
Children received preventative dental care -----	38%
Children with an IEP received special services by itinerate teachers and therapists-----	77
Income below 100% of federal poverty line-----	415
Public assistance such as TANF, SSI, etc. -----	91
Status such as a foster child - # children only -----	31
Status as homeless -----	19
Over income-----	41

Early Head Start Program:

Total Funded Enrollment -----	80
Total Cumulative Enrollment -----	165
Volunteer hours-----	12,270
Children and Families participated – an on-going waiting list averaged -----	42
Children certified up to date with immunizations -----	83%
Diagnosed with a chronic condition needing medical treatment-----	2
Children received preventative dental care -----	35%
Children with an IFSP determined eligible to receive intervention services -----	35
Income below 100% of federal poverty line-----	102
Public assistance such as TANF, SSI, etc. -----	18
Status such as a foster child - # children only -----	23
Status as homeless -----	12
Over income-----	10

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.

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, 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, 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 have an appointment with 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 COVID-19 diagnosis, 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, 2020.

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 150% 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 6% 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 \$300.

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)

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 on Thursdays from 10 am to 6 pm in late January 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 – EFSP assistance was provided for 29 households in 2021 for rent/mortgage payments. The Volunteer Income Tax Assistance Program served 308 clients in 2021. The Rapid Rehousing Program assisted 32 households move from unsheltered to sheltered in 2021. 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 8 clients in 2021.

Crawford Center – EFSP assistance was provided in 2021 to one household for rental assistance. Due to COVID funds received for rental assistance, we did not assist as many households as usual with EFSP. A food pantry and clothing outlet are operated within the Center, and a backpack weekend lunch program is offered for school-age children. Staff persons also assist with homelessness prevention, holiday assistance, school supplies, car repair, and Rx Program.

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.

Independent Living

Rapid Rehousing Program – Marion and Crawford counties are served by Rapid Rehousing and Homeless prevention through the Emergency Solutions Grant (ESG) and Rapid Rehousing Ohio through the Continuum of Care HUD grant. 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-2020 (July 1, 2019 – June 30, 2020)

The OHCAC Early Head Start program served a total of 135 children totaling 121 families. Of this number served, 73% 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 3 being diagnosed with a chronic condition needing medical treatment, 43% 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 34 children.

The OHCAC Head Start program served a total of 645 children totaling 626 families in program year. Of this number served, 81% 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 24 being diagnosed with a chronic condition needing medical treatment, 91% of the children received preventative dental care with 25% 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 81 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 80 Early Head Start children in center-based programs operating 7 hours per day 223 days a year. We offer the center based Early Head Start program for 32 children in Marion County, 32 children in Richland County, 8 children in Crawford County and 8 children in Morrow County.

The Head Start program serves a total of 555 children and their families in the following program options:

- 238 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.
- 317 Head Start children in full day classrooms for seven hours per day, four days per week, 146 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 190 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 555 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-2020 (July 1, 2019 – June 30, 2020) - 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 6 weeks 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 2019 Fall score for the 23 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 10 Early Head Start classrooms was 93.1%.

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-2020 (July 1, 2019 – June 30, 2020) - 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 67% to 81% of our Head Start and Early Head Start children either met or exceeded expectations for the Birth through Pre-K level in the 33 classrooms through the 1st and 2nd assessment period, pre-Covid.

All nine of our sites have obtained a 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.

They 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.



2021 Success Story



Morrow County



Crisis Averted - Part I

Morrow County Community Action Center had a woman come into the office in August of 2021 whose husband had recently passed away. He was the main source of income in the household. The client was extremely upset and did not know how to manage because her husband had always handled their banking.

The client mentioned that she was considering suicide because she felt “helpless.” Center staff contacted a Chaplin whom she was working with from Hospice and he came to the Center to speak with her.

Intake staff were able to complete mortgage assistance for 4 months and utility assistance for 2 months to get the client caught up and avoid foreclosure and eviction.

The client stopped back to the office in December to thank staff and let us know that she has been doing well. No other programs have been requested, to date.



2021 Success Story



Home Weatherization Assistance Program



Crisis Averted - Part 2

We conducted an initial HWAP inspection for a client. During initial inspections our Inspectors test for Carbon Monoxide (CO₂). When the Inspector turned on the CO₂ tester it went off immediately, and the levels were so high he asked the client to leave the house. The Inspector opened up the doors and windows and let it air out before allowing the client to return.

The CO₂ levels were the result of a leak. The levels were dangerous and potentially lethal. We were able to repair the leak, replace the furnace, replace the hot water heater, repair his roof, and add ventilation to prevent his basement from collecting so much moisture. His CO₂ levels are down to normal and we installed CO₂ detectors so the client will be aware if they start to rise again.



2021 Success Story



Volunteer Income Tax Assistance Program



Every year we have an elderly disabled gentleman come to our office to have his taxes done. He does not drive and must take public transportation with his walker, so we try to complete his application while he is at the office so he does not have to pay for transportation again. He is very knowledgeable about taxes and calls us frequently throughout the year to ask us questions about topics he hears about on the news.

He called us in December 2020 to ask if we were doing taxes again next year. At that time, we had not made the final determination so we started a wait list. He was so concerned that we would not be able to do his taxes that he started shopping around the various tax preparation agencies in the area. Most of them wanted to charge him on average \$450 for one W-2, one Interest Statement, Unemployment Compensation and his Social Security. That would have cut his refund essentially in half and could have created a possible hardship for him.

He is always very grateful for all of the assistance that we provide him at tax time and we enjoy answering his questions throughout the year, the best we can.





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 Financial Statements

We have audited the accompanying combined financial statements of Ohio Heartland Community Action Commission and Affiliate (a nonprofit organization), which comprise the combined statement of financial position as of September 30, 2021, and the related combined statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the combined financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these combined financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the combined financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the combined financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the combined financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the combined financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the combined financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

INDEPENDENT AUDITOR'S REPORT
(Continued)

Opinion

In our opinion, the combined financial statements referred to above present fairly, in all material respects, the combined financial position of Ohio Heartland Community Action Commission and Affiliate as of September 30, 2021, and the changes in its combined net assets and its combined cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters**Other Information**

Our audit was conducted for the purpose of forming an opinion on the combined financial statements as a whole. The schedule of indirect costs on page 16 is presented for purposes of additional analysis and is not a required part of the combined financial statements. The accompanying schedule of expenditures of federal awards on page 15 is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the combined financial statements. 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 combined financial statements. The information has been subjected to the auditing procedures applied in the audit of the combined financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the combined financial statements or to the combined financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects, in relation to the combined financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated May 3, 2022 on our consideration of 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 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 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 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, 2021

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, ALN 93.600
 - Low-Income Home Energy Assistance, ALN 93.568
 - Emergency Rental Assistance Program, ALN 21.023
 - Coronavirus Relief Fund, ALN 21.019
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 ACCORANCE
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



MARCA Head Start Facility (Marion Co. DD building)
2387 Harding Highway E.
Marion, OH 43302



The 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



Cardington Head Start Center (Tomorrow Center)
3300 County Road 168
Cardington, OH 43315



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

