

# Minnesota Community Action 2016 Annual Report

## Helping People, Changing Lives

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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# Introduction





# About this Report

## 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.*

The 24 Community Action Agencies and 11 Tribal Governments of the Minnesota Community Action network work with this promise in mind every day. This report reflects the efforts and success stories of Minnesota's Community Action network and the individuals and families changing their lives through Community Action.

The Community Action Network provides varied services that are integrated and coordinated to address barriers to economic self-sufficiency. Each organization assesses needs, establishes priorities, determines strategies to address local poverty issues, and delivers a broad range of services to create economic opportunity and strengthen self-reliance. This multi-faceted approach distinguishes Community Action programs from other anti-poverty efforts and maximizes the likelihood that individuals and families will become self-sufficient.

Funding for the Community Action network comes from the federal Community Services Block Grant (CSBG) and the state Minnesota Community Action Grant. The Office of Economic Opportunity (OEO) in the Minnesota Department of Human Services administers this funding. Together, the Minnesota Community Action Partnership (MinnCAP) and the Office of Economic Opportunity provide support to build the network's capacity to help Minnesotans achieve economic security and stability.

**In 2015, Minnesota's Community Action network utilized \$6.3 million in federal Community Services Block Grant funding and \$3.9 million in state Minnesota Community Action Grant funding to:**

- **Serve 514,600 low-income people in 201,300 families.**
- **Leverage nearly \$290 million in additional funding sources, including federal, state, local and private funds.**
- **Engage more than 21,000 community volunteers in nearly 2.3 million hours of volunteer service.**



Greetings to all Partners in Community Action,

I am happy to present the 2016 Minnesota Community Action report. This report chronicles our accomplishment as part of a statewide network while showcasing some of our local achievements as well.

The political climate, ROMA Next Generation and the CSBG Organizational Standards implementation have left us all a bit exhausted. Let's set these issues aside for a moment and focus on the basics of Community Action.

Community Action values all people. PERIOD. In addition to valuing all people, Community Action places great value on connection. This means developing, nurturing and maintaining connections with the individuals we serve, our organization, and our community as a whole. One of my favorite authors, Brene Brown, defines connection as "The energy that exists between people when they feel seen, heard and valued; when they can give and receive without judgment; and when they derive sustenance and strength from the relationship." I simply love that.

As you read this report you will see how connection and trust are woven throughout our network. You will also notice a theme of resiliency among the people we serve and within our agencies. There is increasing importance placed on our ability to measure impact, efficiency, cost, outcomes, etc. The future of Community Action may depend on our ability to track and analyze these metrics. The rules of compliance and regulations can be overwhelming! But we cannot overlook our core principal which is to serve people. The way we treat the individuals in need of our assistance is one piece we get to maintain control over. The impact of this cannot be measured, but is worth far more than all other analytics.

Yours in Action,

Catherine Johnson, Chair  
Minnesota Community Action Partnership  
[www.minncap.org](http://www.minncap.org)





Dear Friends of Community Action,

This report provides an opportunity to reflect on the significant leadership, accomplishments, and impact of the Community Action network in Minnesota. The promise of Community Action is to change people's lives, embody the spirit of hope, improve communities, and make America a better place to live. We care about the entire community and we are dedicated to helping people help themselves and each other. For more than 50 years, the work of Community Action has embodied this promise.

Today, Minnesota Community Action engages 11 Tribal Nations, 24 Community Action Agencies, community partners, and individual community members in its high-performing network. Every day Minnesota's Community Action network works toward the achievement of three core goals:

- Individuals and families with low incomes are stable and achieve economic security.
- Communities where people with low incomes live are healthy and offer economic opportunity.
- People with low incomes are engaged and active in building opportunities in communities.

In 2016, the national Community Action network leveraged its legacy of innovation and accountability by embracing the next generation of performance measurement and results oriented management. Across the state, the network is now implementing new Organizational Standards and enhanced National Performance Indicators for individuals, families, and communities. These efforts will enhance the ability of local Community Action programs to build local solutions specific to local needs.

To address the opportunities and challenges that Minnesotans in need face every day, we continue our work strengthening families and increasing opportunities for all, affirming the dignity and value of all people. Thank you to the staff, boards of directors, volunteers, and program participants who do the work of Community Action every day – and to all those who help make Minnesota's Community Action network a valuable resource in each of your communities.

Yours in Action,

Tikki Brown, Director  
Office of Economic Opportunity  
Minnesota Department of Human Services  
[mn.gov/dhs](http://mn.gov/dhs)

# Guiding Principles for Partnership

The Minnesota Department of Human Services, Office of Economic Opportunity has adopted five guiding principles in an effort to form meaningful and constructive partnerships. We believe that these principles will set a positive tone for working together. They are: Mutual Respect, Open Communication, Joint Problem Solving, Valuing Diversity and an Ethical Code of Conduct.

## Mutual Respect

In working together, we will value and recognize the unique knowledge, ability and independence of each person. We are committed to treating all persons with equity and maintaining credibility by matching actions with words.

## Open Communication

Effective communication is key in facilitating good working relationships. We are committed to keeping lines of communication open. We intend to communicate frequently, are open to you contacting us and are committed to listening to gain an understanding of your operations and assist you in pursuing your priorities.

## Joint Problem-Solving

We believe that collectively we can arrive at the best solution to any situation, through a joint approach to problem solving. We aim to promote an environment in which we and our partners will be open to change and can work together in exploring options and developing mutually agreeable solutions. We have the responsibility to support agencies to function independently as they meet the needs of local communities within the parameters set by legislation.

## Valuing Diversity

As an ally in state government we have a responsibility to support the many diverse cultures, perspectives, and abilities of people living in poverty. We support the value of all forms of diversity as community and individual assets, and ensure that we portray the diversity of people experiencing poverty in our work and daily decision-making.

## Ethical Code of Conduct

Honesty and integrity are the foundation of our work. As stewards of public resources and trust, together we will comply with applicable laws, and act honestly and ethically.





# Community Action Summary

# Community Action Basics

## Community Action in Minnesota

**May 27, 1963:** The Minnesota Legislature passes legislation creating the Minnesota Indian Affairs Commission (today known as the Minnesota Indian Affairs Council).

**March 16, 1964:** President Lyndon B. Johnson declares an unconditional War on Poverty in the United States of America. The Economic Opportunity Act is introduced in Congress.

**August 20, 1964:** President Johnson signs the Economic Opportunity Act establishing the Federal Office of Economic Opportunity (OEO) and programs such as Community Action, Head Start, VISTA, and Job Corps.

**1965:** The Minnesota Office of Economic Opportunity is created and by year-end nearly all Minnesota counties are served by a newly formed Community Action Agency (CAA).

**1967:** Sponsored by Rep. Al Quie (R-MN), Congress passes the Quie Amendment stipulating that 1/3 of CAA governing boards be composed of elected officials, 1/3 private sector representatives, and the remaining 1/3 low income representatives. The Green Amendment also passes, stipulating that local elected officials have authority to designate the official CAA for their area.

## What is a Community Action Agency?

Community Action Agencies (or Community Action Programs) are private nonprofit or public organizations created by the Economic Opportunity Act of 1964 to combat poverty. Tribal Governments are designated as eligible entities in the federal Community Services Block Grant (CSBG) Act, and are part of Minnesota's Community Action network.

## Purpose and Mission

To reduce poverty in communities, Community Action works to better focus available local, private, state, and federal resources to help low-income people acquire useful skills and knowledge, access new opportunities, and achieve economic self-sufficiency.

## Structure

### A Community Action Agency:

- Has received designation as a Community Action Agency either from the local government under the provisions of the Economic Opportunity Act of 1964, or from the state under the Community Services Block Grant Act of 1981, as amended; (For CSBG enabling language visit: [http://www.acf.hhs.gov/programs/ocs/csbg/pdf/csbg\\_law\\_508.pdf](http://www.acf.hhs.gov/programs/ocs/csbg/pdf/csbg_law_508.pdf)).
- Has a governing tripartite board consisting of at least one-third democratically selected representatives of low-income people, one third local public officials or their designee, and the remainder are representatives of business, industry, labor, religious, social welfare, and other private groups in the community

*NOTE: Tribal Governments are designated as eligible entities for CSBG funding. As sovereign nations, they are not mandated to have a tripartite board.*

## Governance: Maximum Feasible Participation

Local citizens govern local Community Action Agencies. Community Action governance embraces the principle of "maximum feasible participation" by people experiencing poverty. The board of directors of Community Action Agencies have a unique mandate to have a tripartite board including the following membership.

- *At least one-third of members must be democratically selected representatives of low-income individuals and families.*
- *Exactly one-third must be elected officials, holding office at their time of selection, or their representatives.*
- *Remaining board members must be chosen from business, industry, labor, religious, law enforcement, education, or other major groups and interests in the community served.*

## Mode of Operation

A Community Action Agency carries out its mission through a variety of means including:

- Community-wide assessments of needs and strengths;
- Comprehensive anti-poverty plans and strategies;
- Provision of a broad range of direct services;
- Mobilization of financial and non-financial resources;
- Advocacy on behalf of low-income people; and,
- Partnerships with other community-based organizations to eliminate poverty.

## Why are Community Action Agencies Unique?

Most poverty-related organizations focus on a specific area of need, such as job training, health care, housing, or economic development. Community Action Agencies reach out to low-income people in their communities, address their multiple needs through a comprehensive approach, develop partnerships with other community organizations, involve low-income clients in the agency's operations, and administer a full range of coordinated programs designed to have a measurable impact on poverty.

Many people are familiar with the programs Community Action delivers. Each local Community Action Agency provides a unique combination of programming to meet locally determined objectives. Well known programs include:

- Energy Assistance, Weatherization & Energy Conservation
- Head Start, Early Head Start, Child Development Programs & Referrals
- Congregate Dining and Meals on Wheels
- Jobs for Youth, Adults & Seniors
- Senior Independent Living Services (SAIL)
- Retired Senior Volunteer Program (RSVP)
- Food Shelves, Nutrition Education Programs, and Supplemental Nutrition Assistance Program (SNAP)
- Housing Construction, Rehabilitation & Assistance
- Family Crisis Services
- Case Management
- Family Assets for Independence in MN (FAIM)
- Financial Education
- Free Tax Preparation, Tax Credit Outreach & Education
- Emergency Shelter & Transitional Housing
- Foreclosure Prevention and Homeownership Support
- Economic Development Business Start-Up
- Advocacy, Education & Outreach
- Transit & Transportation

**September 26, 1969:** The Minnesota CAA Executive Directors form the Minnesota CAP Directors Association.

**September 2, 1971:** The Minnesota CAP Directors Association is reorganized into the Minnesota CAP Association.

**May 24, 1973:** The Minnesota Legislature provides the first state funding for Community Action Agencies. This was done in part to help meet the match requirements of the federal OEO funding program.

**January 5, 1975:** President Gerald Ford signs legislation that closes the Federal Office of Economic Opportunity and establishes the Community Services Administration under the Department of Health Education and Welfare (HEW), which will now administer Community Action funding.

**January 1977:** The Congressional Budget Office concludes that federal social services programs reduced poverty by 60% during the decade of 1965-1975.

**August 13, 1981:** President Ronald Reagan signs the Omnibus Reconciliation Act of 1981 creating the Community Services Block Grant (CSBG) and closing the Community Services Administration.

**1981:** Minnesota responds by passing the Minnesota Community Action Program Act, the first state Community Action legislation in the country.

**May 5, 1994:** In response to the 1993 Government Performance and Results Act (GPRA), the CSBG Law is amended to require Community Action Agencies to measure outcomes in promoting self-sufficiency, family stability and community revitalization. Following this amendment, Results-Oriented Management and Accountability (ROMA) is introduced as a framework to measure outcomes.

**October 27, 1998:** Public Law 105-285 is signed into law, reauthorizing the Community Services Block Grant (CSBG) and requiring the use of ROMA by all agencies by October 1, 2001.

**2005:** The National Performance Indicators are developed and required by the HHS Office of Community Services as part of the fulfillment of ROMA reporting.

**February 17, 2009:** President Barack Obama signs the American Recovery and Reinvestment Act (ARRA), providing the Community Action network with an additional \$1 billion in CSBG funding to help stimulate the economy and to create and maintain jobs.

**2010:** Nationally, CSBG ranks 8th and the Weatherization ranks 9th out of approximately 200 programs in the number of direct jobs created or retained under ARRA for the quarter July 1 - September 30, 2010. CSBG ranked in the top 20 for all 5 quarters.

**2014:** The Community Action network commemorates the 50th Anniversary of the signing of the Economic Opportunity Act and rededicates itself to the work of ending poverty.

## Community Action in the Social Service Sector

In Minnesota, Community Action operates as a statewide network of 35 grantees, including:

- 24 private nonprofit Community Action Agencies, and,
- 11 Tribal Governments.

Community Action is a major segment of the nonprofit sector in Minnesota with the following characteristics:

- Combined annual budgets of more than \$500 million.
- Nearly 2.3 million volunteer hours.
- Approximately 3,000 employees across the state (not including Tribal Government employees).
- All agencies completing an annual independent audit.

## Partnerships

The Community Action network strives to provide innovative, flexible, local solutions to the problems created by poverty and economic insecurity. Local partnerships are central to the services and programs that Community Action delivers. Statewide, Community Action maintains hundreds of formal collaborative relationships in areas such as:

- Asset Building/Financial Education/Tax Preparation initiatives
- Continuum of Care
- Early Care and Education Programs
- Emergency Food and Nutrition programs
- Energy Assistance/Weatherization
- Family Service Collaboratives
- Food Shelves
- Head Start
- Housing and Homeless Agencies
- Senior Services
- Transportation
- Vocational Rehabilitation Programs
- WorkForce Centers
- Youth Programs

## Community Involvement and Volunteerism

Community Action taps into Minnesota's long-standing tradition of volunteerism. Parents, retirees, low-income workers, business people and other community members expand the capacity of local agencies by serving in a variety of volunteer roles, including board members and program volunteers.

In 2015 Minnesota Community Action harnessed more than 21,000 community volunteers with nearly 2.3 million hours of volunteer service. Mobilizing community members in volunteer services, community revitalization, and anti-poverty initiatives is an integral strategy of Community Action programs.

### Volunteer Hours Donated to Minnesota Community Action, 2001-2015

Year	Hours	Year	Hours
2001	1,541,727	2009	1,602,614
2002	1,625,520	2010	1,632,225
2003	1,606,262	2011	1,407,580
2004	1,631,980	2012	1,343,944
2005	1,982,384	2013	2,023,124
2006	1,892,298	2014	1,929,858
2007	1,826,253	2015	2,287,058
2008	1,644,496		

### Network Excellence and Organizational Standards

In 2012, the Office of Community Services (OCS) in the U.S. Department of Health and Human Services funded a cooperative agreement for the CSBG Organizational Standards Center of Excellence (COE). The two-year cooperative agreement coordinated – with input from local, State, and national partners – the development and dissemination of a set of organizational standards for grantees for the purpose of ensuring that all CSBG grantees have the capacity to provide high-quality services to low-income individuals and communities. In 2015, the final result of the COE and OCS efforts was the release of a comprehensive set of organizational standards developed by the CSBG Network for the CSBG Network.

Minnesota began implementation of these standards in 2015. For Minnesota’s Community Action Network, the standards formalize and reflect the high standards that agencies have aspired to and worked towards for many years. The organizational standards are organized in three thematic groups comprising nine categories with 58 standards for private, nonprofit grantees and 50 for public grantees.

### CSBG Organizational Standards Categories

**1. Maximum Feasible Participation**

- Consumer Input and Involvement
- Community Engagement
- Community Assessment

**2. Vision and Direction**

- Organizational Leadership
- Board Governance
- Strategic Planning

**3. Operations and Accountability**

- Human Resource Management
- Financial Operations and Oversight
- Data and Analysis

## **Preparing for the Future: Enhancing Performance Management and Accountability**

Community Action's shared mission across Minnesota and the country is to create opportunities and economic security for all Americans. In its efforts to help families and communities thrive and become self-sufficient, the network continually assesses its impact on this mission. Changing levels of poverty, income inequality, and demographics, and an ever stronger need for these efforts, call on the network to be ever more accountable to its participants and its communities.

New initiatives to further increase accountability and demonstrate results launched nationally in 2012. From these efforts, a core set of Community Action goals, principles and performance management activities have emerged and will guide the network's efforts into the future.

### **Community Action Goals**

- Goal 1: Individuals and families with low incomes are stable and achieve economic security.
- Goal 2: Communities where people with low incomes live are healthy and offer economic opportunity.
- Goal 3: People with low incomes are engaged and active in building opportunities in communities.

### **Community Action Core Principles**

- Recognize the complexity of the issues of poverty.
- Build local solutions specific to local needs.
- Support family stability as a foundation for economic security.
- Pursue positive individual, family and community level change.
- Maximize involvement of people with low incomes.
- Engage local community partners and citizens in solutions.
- Leverage state, federal and community resources.
- Advocate for systemic change.

## **Performance Management**

### **How Well Does the Network Perform?**

#### **Network Excellence**

- Organizational Standards for Local Agencies
- State and Federal Accountability Measures
- Results Oriented Management and Accountability System

### **What Difference Does the Network Make?**

#### **Robust Results for Low-Income Families and Communities**

- National Performance Indicators for Individuals and Families
- National Performance Indicators for Communities

# Poverty in Minnesota

## Federal Poverty Guidelines

The federal poverty guidelines are issued each year in the Federal Register by the United States Department of Health and Human Services (HHS). The guidelines are adjusted for families of different size.

The poverty guidelines are used in setting eligibility criteria for a number of federal and state programs. Based on eligibility requirements, some programs use a percentage multiple of the guidelines, such as 125%, 150%, 185%, or 200%.

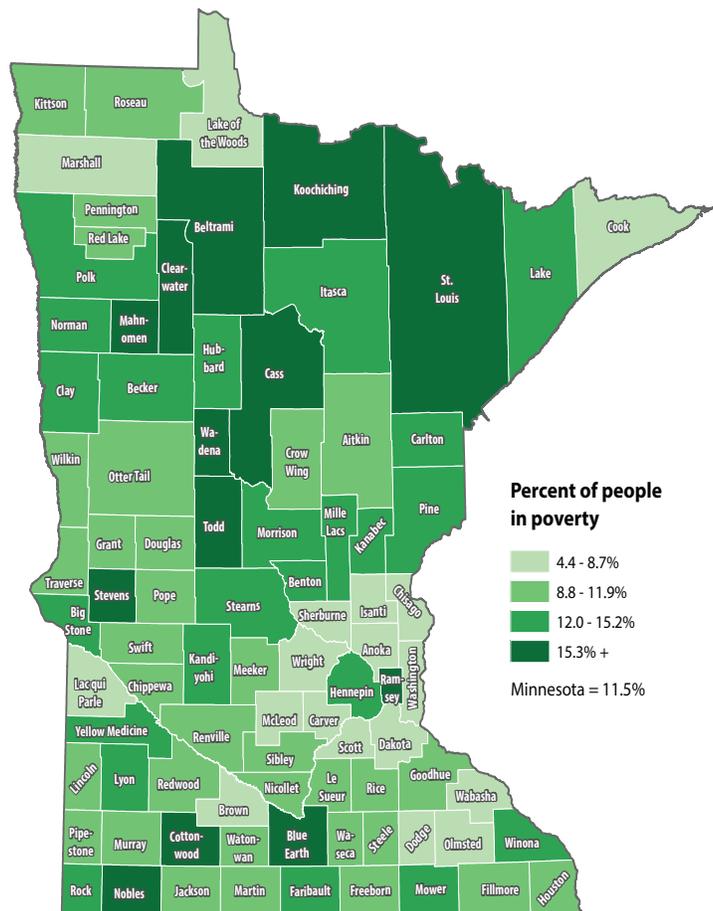
Some examples of federal programs that use the federal poverty guidelines in determining eligibility are:

- Community Services Block Grant (CSBG)
- Head Start
- Individual Development Accounts (IDAs)
- Low-Income Home Energy Assistance Program (LIHEAP)
- National School Lunch and School Breakfast programs
- Supplemental Nutrition Assistance Program (SNAP)
- Supplemental Nutrition Program for Women, Infants & Children (WIC)
- Weatherization Assistance

2016 Federal Poverty Guidelines			
Family Size	48 Contiguous states and D.C.	Alaska	Hawaii
1	\$11,880	\$14,840	\$13,670
2	\$16,020	\$20,020	\$18,430
3	\$20,160	\$25,200	\$23,190
4	\$24,300	\$30,380	\$27,950
5	\$28,440	\$35,560	\$32,710
6	\$32,580	\$40,740	\$37,470
7	\$36,730	\$45,920	\$42,230
8	\$40,890	\$51,120	\$47,010
<b>For each additional person, add:</b>	\$4,160	\$5,200	\$4,780

The 2016 Federal Poverty Guidelines were in effect as of January 25, 2016. For more information, see the Federal Register Notice of the 2016 Poverty Guidelines published on January 25, 2016.

## Minnesota Poverty Rates by County



Source: U.S. Census Bureau, 2010-2014 American Community Survey 5-Year Estimates

# 2015 Community Action Participant Demographics

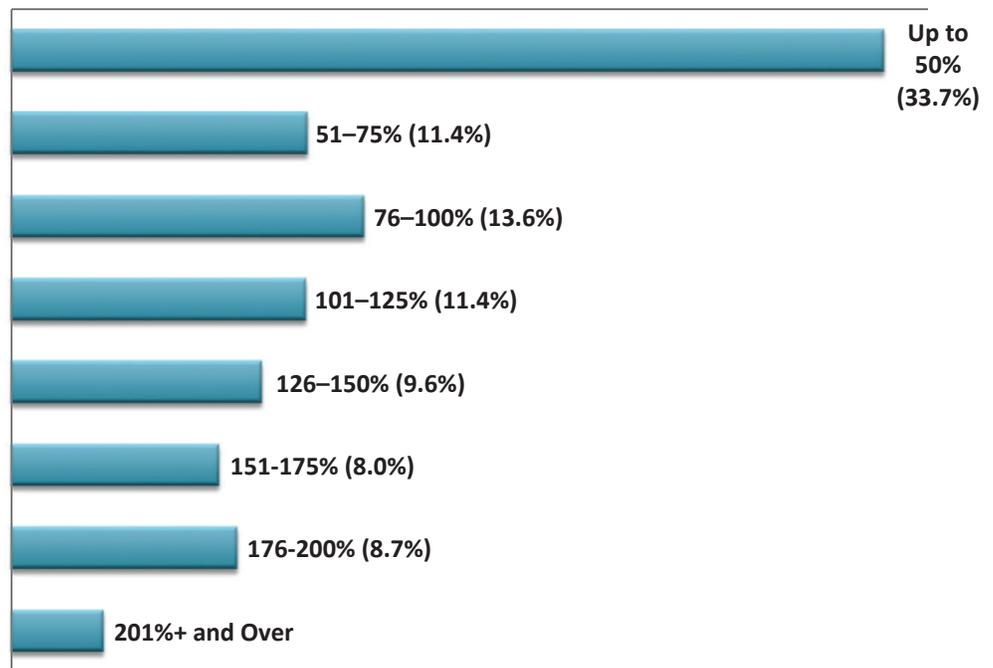
According to the 2015 American Community Survey from the U.S. Census, 10.2% of Minnesotans live in poverty (having incomes below the federal poverty guideline). Across Minnesota, Community Action programs provide a helping hand for people in poverty by providing essential services that meet short-term needs and creating opportunities that promote long-term economic security.

In 2015, 514,600 people in 201,300 families were served by Community Action. Community Action serves a diverse population. Participant characteristics reflect the commitment to change the lives of people most in need. The following pages highlight the demographics of the individuals and families served throughout the state in 2015.

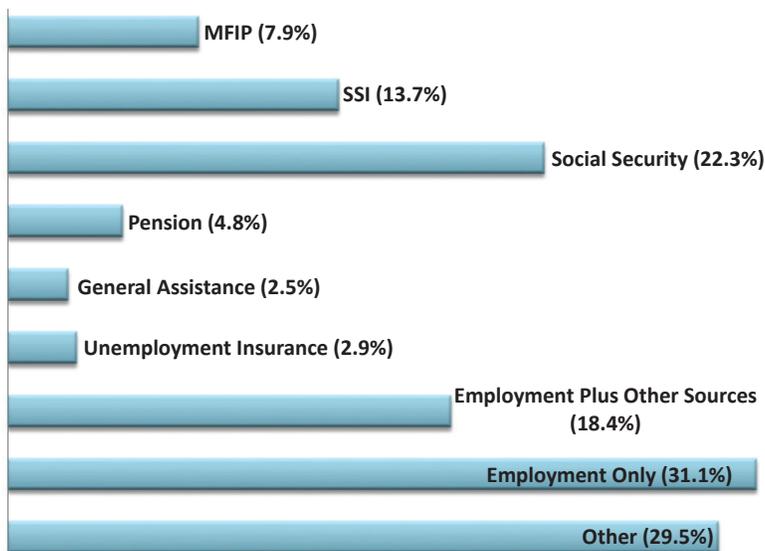
## Family Income and Income Sources

- 33.7% of families had incomes below 50% of the federal poverty line, e.g. severe poverty.
- 79.7% of families were poor or near poor with incomes less than 1.5 times the poverty line.
- The majority of families reported income from one or more sources. Only 12.5% of families reported no income.
- 31.1% of families had income from employment only.
- 27.1% of families had retirement income.

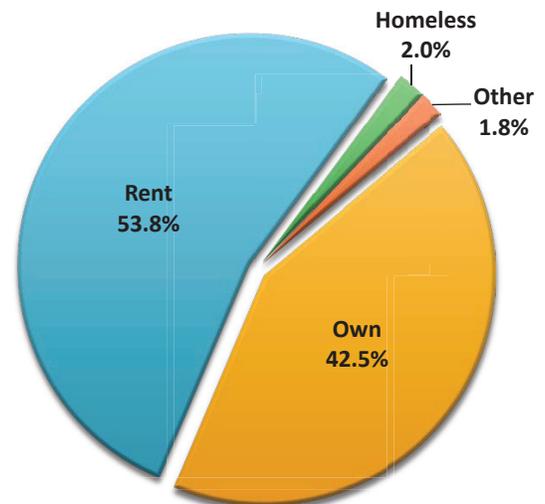
## Family Income by Percentage of Federal Poverty Level

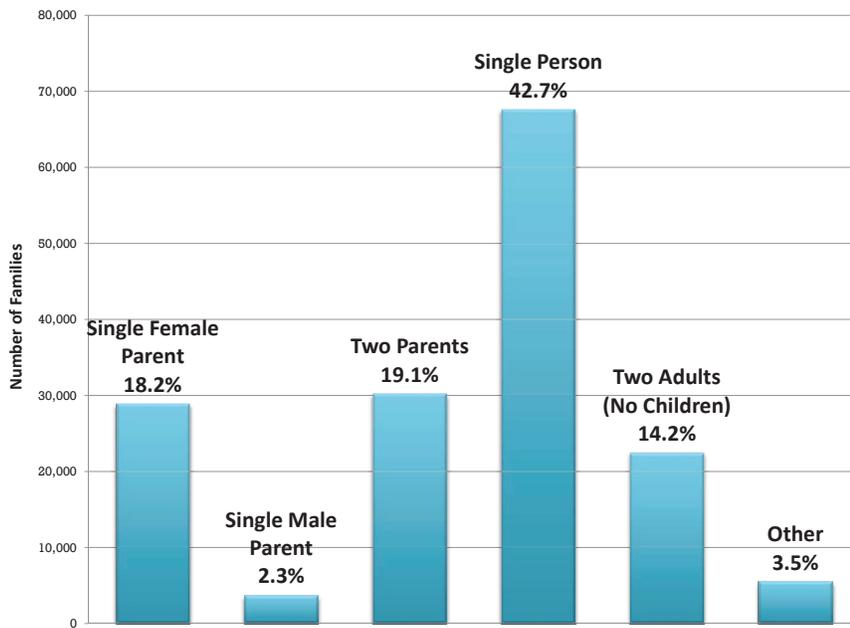


## Sources of Family Income



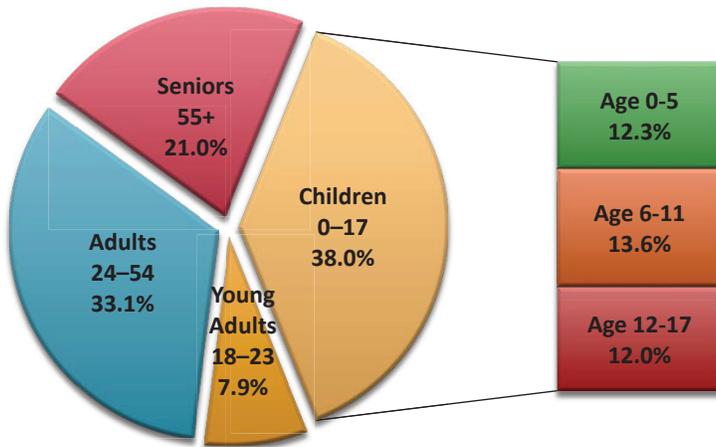
## Housing Status of Participants





## Family Composition of Households Served

- 19.1% of families served had two parents.
- 18.2% of families were headed by single mothers and 2.3% by single fathers.
- 85.2% of families had four or less family members: 41.4% (1 person), 19.7% (2 persons), 13.2% (3 persons), and 11.0% (4 persons).

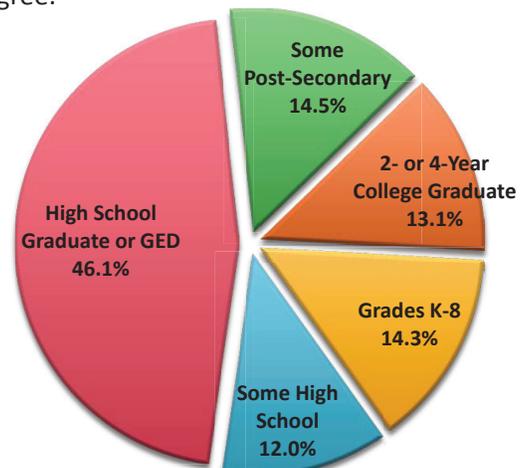
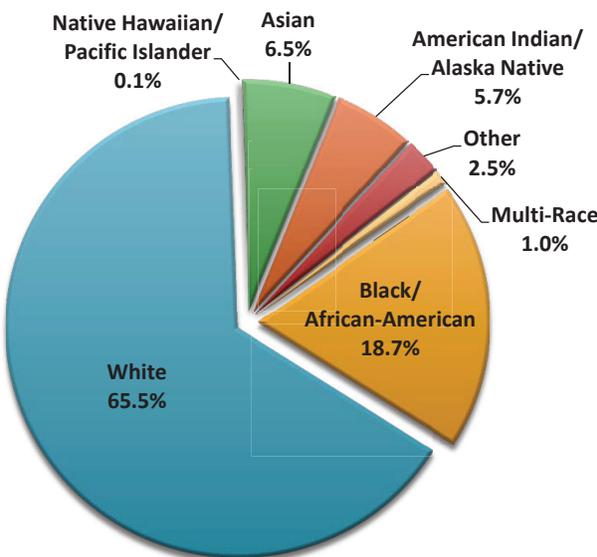


## Age, Race/Ethnicity and Gender of Participants

- 38.0% of participants were children younger than 18.
- 21.0% of participants were seniors age 55 and older.
- 34.5% of participants were a racial minority with 10.7% of people identifying as Hispanic (of any race).
- 57.6% of participants were female and 42.4% were male.

## Education Level of Participants over 24 Years of Age

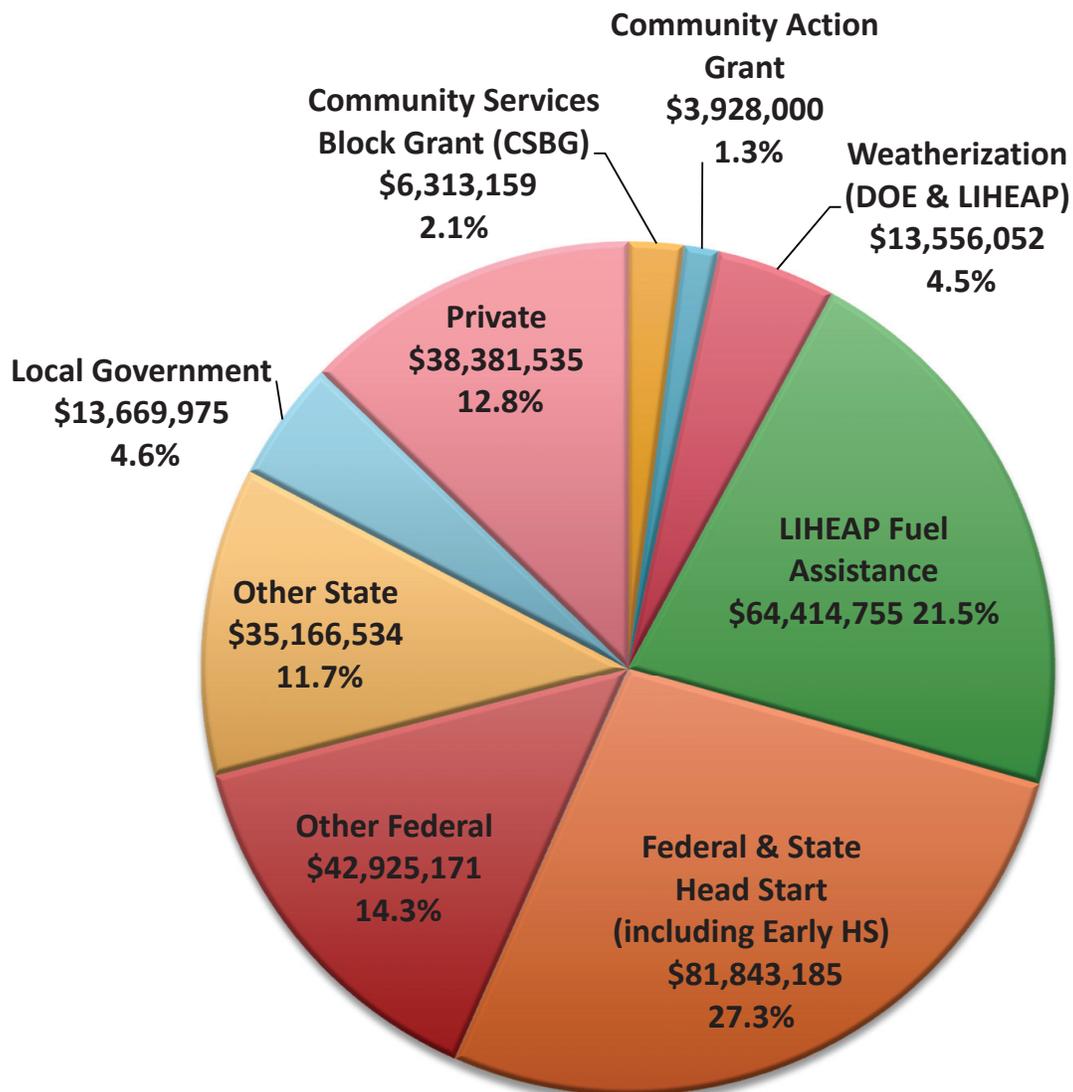
- 46.1% of participants had completed High School or had obtained their GED.
- 27.6% of participants had some postsecondary education or had completed a 2- or 4-year college degree.



# Community Action Funding

Minnesota’s Community Action Network is supported by varied funding sources. In 2015, \$6.3 million in federal Community Services Block Grant funding and \$3.9 million in Minnesota Community Action Grant funding helped Minnesota’s Community Action Agencies leverage more than \$290 million in additional funding.

## Total Community Action Funding \$300 Million



# Community Action Funding Sources

**Community Services Block Grant (CSBG) \$6,313,159**

CSBG funding is appropriated by Congress and administered by the U.S. DHHS.

**Minnesota Community Action Grant (CAG) \$3,928,000**

Community Action Grant funding is appropriated by the Minnesota legislature and administered by the MN DHS. Funding is used for the same purpose as federal CSBG funding.

**Weatherization (DOE and DHHS) \$13,556,052**

**Low-Income Home Energy Assistance Program (LIHEAP) Fuel Assistance \$64,414,755**

**Federal and State Head Start (including Early Head Start) \$81,843,185**

**Other Federal Funding \$42,925,171**

Includes non-CSBG funding appropriated by the federal government. Some examples include:

- Assets for Independence Act (AFI)
- Child Care Development Block Grant (CCDBG)
- Community Development Block Grant (CDBG)
- Corporation for National and Community Service Programs
- Employment and Training Programs
- Federal Emergency Management Administration (FEMA)
- HUD Housing Programs
- Older Americans Act
- Temporary Assistance to Needy Families (TANF)
- Transportation
- USDA Food and Non-Food Programs
- Women, Infants and Children Nutrition Program (WIC)

**Other State Funding \$35,166,534**

Includes non-Minnesota Community Action Grant funding appropriated through the Minnesota legislature.

Some examples of other state funding include:

- Family Assets for Independence in Minnesota (FAIM) Program
- Child Care and Early Childhood Programs
- Community and Economic Development Programs
- Education Programs
- Energy Programs
- Health Programs
- Housing and Homeless Programs
- Nutrition Programs
- Rural Development Programs
- Senior Services
- Transportation Programs
- Youth Development Programs

**Local Government Funding \$13,669,975**

Includes funding appropriated by a county or city government.

**Private Funding \$38,381,535**

Includes funding from individuals, foundations, corporations and other donors. Private funding also includes the value of donated items such as food, clothing and furniture.

# 2015 Financial Leveraging Summary

COMMUNITY ACTION AGENCIES	Community Services Block Grant*	Minnesota Community Action Grant*	Weatherization (DOE & DHHS)	LIHEAP Fuel Assistance	Federal & State Head Start
Anoka County Community Action Program	261,717	136,852	282,584	3,007,256	6,122,659
Arrowhead Economic Opportunity Agency	191,166	103,516	1,054,982	1,413,547	2,818,089
Bi-County Community Action Program	164,010	90,684	464,026	610,881	3,144,163
Community Action Duluth	214,206	114,402	0	0	0
Community Action Partnership of Ramsey & Washington	1,083,335	776,138	2,277,516	2,680,821	11,895,972
Community Action Partnership of Scott, Carver & Dakota Counties	431,350	230,193	0	4,114,470	3,053,952
Community Action Partnership of Suburban Hennepin	670,222	580,935	0	13,244,731	0
Heartland Community Action Agency **	154,768	86,317	570,426	1,859,969	2,424,824
Inter-County Community Council	74,359	48,323	209,021	1,374,894	1,281,096
KOOTASCA Community Action	98,169	59,574	335,028	717,383	1,037,741
Lakes & Pines Community Action Council	267,559	139,613	1,069,925	1,423,145	3,156,326
Lakes and Prairies Community Action Partnership	107,434	63,951	0	0	2,387,054
Mahube-Otwa Community Action Partnership	213,744	114,184	1,065,455	6,379,628	5,036,382
Minnesota Valley Action Council	356,496	194,824	255,053	6,302,056	3,616,325
Northwest Community Action	45,987	28,323	215,278	1,474,908	2,276,743
Prairie Five Community Action Council	76,963	49,815	320,219	1,374,954	1,639,791
Semcac	331,774	183,142	1,348,844	804,669	2,682,594
Southwest Minnesota Opportunity Council	101,382	61,476	178,430	1,262,970	1,571,191
Three Rivers Community Action	275,822	143,517	442,839	3,480,164	1,737,430
Tri-County Action Programs	379,547	205,716	828,685	5,167,916	0
Tri-County Community Action Partnership	196,767	106,162	836,649	0	5,533,328
Tri-Valley Opportunity Council	55,563	33,065	0	211,548	13,167,977
West Central Minnesota Communities Action	101,965	61,367	764,128	4,123,458	3,502,853
Western Community Action**	111,351	65,802	704,878	1,912,879	1,752,998
Wright County Community Action	100,535	60,691	332,086	1,472,508	2,003,697
<b>Community Action Agencies Total</b>	<b>\$6,066,191</b>	<b>\$3,738,582</b>	<b>\$13,556,052</b>	<b>\$64,414,755</b>	<b>\$81,843,185</b>
<b>TRIBAL GOVERNMENTS*</b>					
Boise Forte Reservation Tribal Council	15,407	14,614	0	14,798	1,374,151
Fond Du Lac Reservation Business Committee	24,013	18,724	2,729	35,615	2,192,064
Grand Portage Reservation Tribal Council	14,626	14,241	0	5,696	247,776
Leech Lake Reservation Tribal Council	39,705	26,218	0	1,500,488	3,357,720
Lower Sioux Indian Community	16,792	15,261	0	0	0
Mille Lacs Band of Ojibwe	26,913	20,043	0	0	2,619,170
Red Lake Tribal Council	41,650	27,006	0	228,673	1,523,226
Upper Sioux Community	27,136	26,741	0	0	0
White Earth Reservation Tribal Council	40,726	26,570	143,712	156,488	1,808,305
<b>Tribal Governments Total</b>	<b>\$246,968</b>	<b>\$189,418</b>	<b>\$146,441</b>	<b>\$1,941,758</b>	<b>\$13,122,412</b>

\* Prairie Island Indian Community and Shakopee Mdewakanton Sioux Community redistribute their CSBG and CAG funding to the other 9 tribal grantees.

\*\* In October 2016, Heartland Community Action Agency and Western Community Action merged to become United Community Action Partnership.

# 2015 Financial Leveraging Summary

COMMUNITY ACTION AGENCIES	Other Federal*	Other State**	Local Government	Private	Total Funding
Anoka County Community Action Program	1,878,576	12,929	641,532	4,889,236	17,233,341
Arrowhead Economic Opportunity Agency	7,877,423	7,190,204	4,852,510	2,356,719	27,858,156
Bi-County Community Action Program	715,489	1,268,272	68,494	789,586	7,315,605
Community Action Duluth	655,901	51,248	37,009	567,874	1,640,640
Community Action Partnership of Ramsey & Washington	623,807	219,000	19,040	2,276,586	21,852,215
Community Action Partnership of Scott, Carver & Dakota Counties	3,614,434	482,269	1,055,985	2,856,446	15,839,099
Community Action Partnership of Suburban Hennepin	667,197	127,014	198,152	157,646	15,645,897
Heartland Community Action Agency **	662,285	633,950	419,870	890,915	7,703,324
Inter-County Community Council	337,708	294,499	37,200	146,432	3,803,532
KOOTASCA Community Action	489,546	2,007,197	29,981	757,308	5,531,927
Lakes & Pines Community Action Council	140,600	1,465,034	4,903	1,047,246	8,714,351
Lakes and Prairies Community Action Partnership	2,941,823	1,560,595	279,758	483,339	7,823,954
Mahube-Otwa Community Action Partnership	960,895	2,873,230	427,292	2,638,416	19,709,226
Minnesota Valley Action Council	4,652,809	3,668,655	556,326	4,233,029	23,835,573
Northwest Community Action	211,312	207,588	61,762	259,187	4,781,088
Prairie Five Community Action Council	1,948,353	1,934,213	900,232	1,975,083	10,219,623
Semcac	2,661,363	1,929,274	1,078,550	1,784,914	12,805,124
Southwest Minnesota Opportunity Council	1,190,851	1,505,195	0	48,434	5,919,929
Three Rivers Community Action	1,362,660	2,234,344	590,350	2,399,582	12,666,708
Tri-County Action Programs	737,160	1,919,064	1,341,209	701,084	11,280,381
Tri-County Community Action Partnership	152,645	175,616	934	67,507	7,069,608
Tri-Valley Opportunity Council	4,341,106	1,789,753	519,857	3,270,166	23,389,035
West Central Minnesota Communities Action	384,138	905,853	376,825	1,631,789	11,852,376
Western Community Action**	1,823,106	622,570	166,645	1,452,771	8,613,000
Wright County Community Action	1,893,984	88,968	5,559	700,240	6,658,268
<b>Community Action Agencies Total</b>	<b>\$42,925,171</b>	<b>\$35,166,534</b>	<b>\$13,669,975</b>	<b>\$38,381,535</b>	<b>\$299,761,980</b>
<b>TRIBAL GOVERNMENTS</b>					
Boise Forte Reservation Tribal Council	2,686,389	451,121	0	0	4,556,480
Fond Du Lac Reservation Business Committee	32,857,768	949,249	2,344,597	482,943	38,907,702
Grand Portage Reservation Tribal Council	218,174	78,055	0	0	578,568
Leech Lake Reservation Tribal Council	19,475,409	4,273,041	17,131,524	29,619,766	75,423,871
Lower Sioux Indian Community	4,163,880	428,657	0	0	4,624,590
Mille Lacs Band of Ojibwe	19,880,851	1,825,943	20,563,909	354,858	45,291,687
Red Lake Tribal Council	2,789,117	0	0	0	4,609,672
Upper Sioux Community	979,129	237,328	0	0	1,270,334
White Earth Reservation Tribal Council	21,362,349	4,236,607	532,505	636,199	28,943,461
<b>Tribal Governments Total</b>	<b>\$104,413,066</b>	<b>\$12,480,001</b>	<b>\$40,572,535</b>	<b>\$31,093,766</b>	<b>\$204,206,365</b>

\* Other Federal funding includes all other federal funding sources except CSBG, LIHEAP, Head Start, and Weatherization.

\*\* Other State includes all other state funding sources except MCA and state Head Start.

\*\*\* In October 2016, Heartland Community Action Agency and Western Community Action merged to become United Community Action Partnership.

# Results Oriented Management and Accountability

Results Oriented Management and Accountability (ROMA) is a national performance-based initiative that promotes greater effectiveness and demonstrates results among states and local agencies receiving Community Services Block Grant (CSBG) funds.

## History of ROMA

ROMA was created in 1994 based upon principles contained in the Government Performance and Results Act of 1993. In recent years, within a broader national effort to strengthen the performance management culture of the CSBG Network, ROMA has been improved and updated. In late 2016 the Next Generation of ROMA was launched providing a system for continuous quality improvement to enable the CSBG network to measure, analyze and communicate performance. Ultimately, ROMA Next Generation will help Community Action Programs generate robust results for the individuals and communities they serve.

Beginning in 2017, the national Community Action Network will be guided by the following three broad anti-poverty goals. These goals replace the previous six Community Action goals used through 2016.

- Goal 1: Individuals and families with low incomes are stable and achieve economic security.
- Goal 2: Communities where people with low incomes live are healthy and offer economic opportunity.
- Goal 3: People with low incomes are engaged and active in building opportunities in communities.

To accomplish these goals, local Community Action Agencies undertake a number of ROMA implementation actions focused on results oriented management and results oriented accountability:

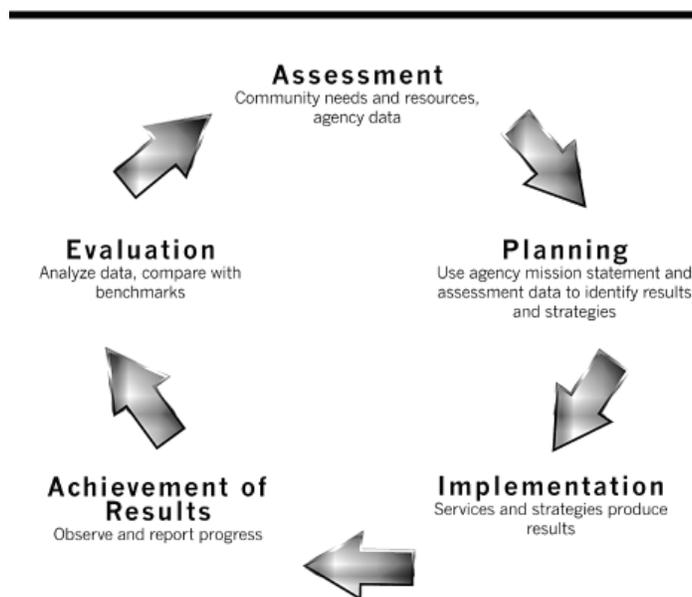
## Results Oriented Management

- Assess poverty needs and conditions within the community;
- Define a clear agency anti-poverty mission for community action and a strategy to address those needs, both immediate and longer term, in the context of existing resources and opportunities in the community;
- Identify specific improvements, or results, to be achieved among low-income people and the community; and,
- Organize and implement programs, services, and activities, including advocacy, within the agency and among partnering organizations, to achieve anticipated results.

## Results Oriented Accountability

- Develop and implement strategies to measure and record improvements in the condition of low-income people and in the communities in which they live resulting from Community Action intervention; and,
- Use information about outcomes, or results, with agency board and staff to determine the overall effectiveness, inform annual and long-range planning, support agency advocacy, funding, and community partnership activities.

## The Results Oriented Management and Accountability Cycle



# The following pages highlight selected 2015 ROMA Outcomes.

## Family Results:

### Low-income people become more self-sufficient.

Outcome	Measure/Indicator	2015 Achievement
<b>Employment</b>		
Individuals in the community obtain employment or higher paying jobs.	Individuals who were unemployed obtained a job.	2,746
	Individuals who obtain an increase in employment income and/or benefits.	1,349
<b>Employment Supports</b>		
Barriers to initial or continuous employment faced by low-income individuals are reduced or eliminated.	Individuals who completed ABE/GED or post-secondary education programs and received a certificate or diploma.	1,019
	Individuals who obtained skills and/or competencies required for employment.	2,008
	Individuals who obtained access to reliable transportation and/or driver's license in order to acquire or maintain employment.	44,100
	Individuals who obtained safe and affordable housing in support of family stability needed to gain or retain employment.	4,131
	Individuals who obtained food assistance in support of family stability needed to gain or retain employment.	21,226
	Families who obtained care for child or other dependent in order to acquire or maintain employment.	8,540
	Households who obtained non-emergency LIHEAP energy assistance.	167,086
	Households who obtained non-emergency Weatherization (WX) energy assistance.	2,950
<b>Economic Asset Enhancement and Utilization</b>		
Households and individuals achieve an increase in non-employment financial assets, financial skills, and/or resource utilization skills.	Households in tax preparation programs who obtained a Federal or State tax credit.	18,333
	Estimated amount of tax credits: \$14,737,517	
	Individuals who demonstrated ability to complete and maintain a budget for over 90 days.	2,884
	Households who demonstrated good or restored credit.	507
	Individuals who increased their savings through an Individual Development Account (IDA) or other savings account.	444
	Individuals who capitalized a small business with accumulated savings.	46
	Individuals who pursued post-secondary education with accumulated savings.	67
	Individuals who purchased a home with accumulated savings.	75

# Family Results:

## Low-income people become more self-sufficient.

Outcome	Measure/Indicator	2015 Achievement
<b>Independent Living</b>		
Number of vulnerable individuals receiving services from Community Action who maintain an independent living situation.	Senior Citizens served by Community Action.	89,213
	Individuals with disabilities served by Community Action.	69,509
<b>Emergency Assistance</b>		
Individuals receive emergency assistance to resolve crisis and are able to become and remain stable within their communities.	Individuals who received emergency food.	31,301
	Individuals who received emergency fuel or utility payments.	135,057
	Individuals who received rent or mortgage assistance.	6,415
	Individuals who received temporary shelter.	1,444
	Individuals who averted foreclosure and maintained their home.	809
	Individuals who received emergency clothing.	15,582
<b>Child and Family Development</b>		
Children and youth from low-income families participate in developmental or enrichment programs and achieve program goals.	Infants and children that obtained age appropriate immunizations, medical and dental care.	10,372
	Infants and children whose health and physical development are improved as a result of adequate nutrition.	15,996
	Children who participated in preschool activities to develop school readiness activities.	9,022
	Parents and other adults who learned and exhibited improved parenting skills.	11,273
	Parents and other adults who learned and exhibited improved family functioning skills.	10,836
<b>Family Supports</b>		
Low-income people who are unable to work, especially seniors, adults with disabilities, and caregivers, for whom barriers to family stability are reduced or eliminated.	Obtained care for child or other dependent.	3,808
	Obtained access to reliable transportation and/or driver's license.	55,623
	Obtained safe and affordable housing.	4,014
	Obtained food assistance.	60,835
	Obtained non-emergency LIHEAP energy assistance.	173,262
	Obtained non-emergency Weatherization (WX) energy assistance.	1,586
<b>Other Services Provided</b>		
The number of services provided to low-income individuals and/or families.	Food Boxes	34,288
	Pounds of food	4,002,129
	Units of Clothing	156,715
	Rides provided	1,666,163

# Community Results:

## Conditions In Which Low-Income People's Lives Are Improved.

Outcome	Measure/Indicator	2015 Achievement
<b>Community Improvement &amp; Revitalization</b>		
There is an increase in or safeguarding of threatened community opportunities and resources or services for low-income people as a result of Community Action projects and initiatives, or advocacy with other public and private agencies.	Safe and affordable housing units created in the community.	95
	Safe and affordable housing units preserved or improved through construction, Weatherization or rehabilitation. *Includes loans, rehab work and/or advocacy.	3,475
	Accessible and affordable health care services/facilities for limited low-income people created or maintained.	4,240
	Accessible safe and affordable child care or child development placement opportunities for low-income families created or maintained.	15,355
	Accessible new or expanded transportation resources, or preserved transportation resources available to low-income families, including public or private transportation.	213,109
	Accessible new or increased educational and training placement opportunities or those are saved from reduction or elimination, that are available for low-income people in the community.	2,988
<b>Information and Referral</b>		
Access to community resources is improved.	Information, referral and outreach services provided to households requesting assistance.	763,883
<b>Community Engagement through Maximum Feasible Participation</b>		
The number of community members working with Community Action to improve conditions in the community.	Number of community members mobilized by Community Action who participate in community revitalization and anti-poverty initiatives.	21,155
	Number of volunteer hours donated to the agency.	2,287,058

# Agency Results:

## Agencies Increase Their Capacity to Achieve Results.

Outcome	Measure/Indicator	2015 Achievement
<b>Expanding Opportunities through Community-Wide Partnerships.</b>		
Services and programs are efficient, well-integrated, non duplicative and meet the needs of low-income people in the community.	The number of partnerships, both public and private, that Community Action actively worked with to expand resources and opportunities in order to achieve family and community outcomes.	13,953
<b>Broadening Agency Resource Base</b>		
Agency has increased funding to insure smooth program and agency operation in order to serve low-income individual and families more effectively.	Funding leveraged through the Community Services Block Grant and the Minnesota Community Action Grant by Community Action Agencies. (Tribal government funding amounts not included)	\$290 million
<b>Agency Capacity</b>		
Agency programs are regularly evaluated and improved to maximize strengths and deliver sound services to the community.	Training hours of agency Staff.	136,594
	Training hours of agency Board Members.	5,546

# 2015 Community Action Services by Agency

	Community Action Agencies																		Tribal Governments																			
	Anoka County CAP	Arrowhead Economic Opportunity Agency	Bi-County CAP	CA Duluth	CAP Ramsey and Washington	CAP of Scott, Carver, and Dakota Counties	CAP of Suburban Hennepin	Heartland CAA*	Inter-County CC	KOOTASCA CA	Lakes and Pines CAC	Lakes and Prairies CAP	Mahabe-Otwa CAP	Minnesota Valley Action Council	Northwest CA	Prairie Five Community Action Council	Semcac	Southwest Minnesota Opportunity Council	Three Rivers CA	Tri-County Community Action Partnership	Tri-County Action Program (Tri-CAP)	Tri-Valley Opportunity Council	West Central Minnesota Communities Action	Western CA*	Wright County CA	Boise Forte Reservation	Fond Du Lac Reservation	Grand Portage Reservation	Leech Lake Reservation	Lower Sioux Indian Community	Mille Lacs Band of Ojibwe	Red Lake Reservation	Upper Sioux Community	White Earth Reservation				
<b>EMPLOYMENT</b>																																						
Youth Employment	◆	◆						◆					◆														◆	◆	◆	◆		◆	◆		◆			
Senior Employment Programs	◆							◆					◆			◆											◆											
Displaced Homemakers	◆																			◆																		
Employment and Training Services	◆		◆	◆		◆			◆	◆			◆							◆			◆						◆		◆	◆				◆		
Community Development						◆								◆														◆										
Cottage Industries															◆																							
<b>EDUCATION</b>																																						
Literacy		◆						◆	◆						◆									◆	◆				◆		◆					◆		
English/Second Language (ESL)		◆									◆																											
GED, ABE and Educational Services		◆		◆			◆	◆	◆	◆	◆	◆	◆	◆									◆	◆				◆	◆	◆	◆		◆			◆		
<b>INCOME MANAGEMENT</b>																																						
Financial Education	◆		◆	◆		◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆				◆		◆						
Tax Preparation Assistance		◆		◆		◆		◆		◆	◆	◆	◆	◆	◆					◆	◆			◆	◆				◆					◆				
Asset Development and Savings Programs	◆	◆		◆	◆		◆		◆	◆	◆	◆	◆	◆							◆	◆																
<b>HOUSING SERVICES</b>																																						
Weatherization		◆	◆		◆	◆		◆	◆	◆	◆		◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
Energy Related Repairs	◆	◆	◆		◆	◆	◆	◆	◆	◆		◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
Energy Conservation Services	◆	◆	◆		◆	◆		◆	◆			◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
Housing Grants and Loans		◆				◆			◆	◆			◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
Home Repair/Rehabilitation	◆	◆			◆			◆		◆			◆	◆	◆					◆	◆							◆		◆						◆		
Small Cities Development Grants (SCDG)			◆							◆			◆	◆	◆	◆							◆	◆	◆													
Rental Housing Assistance	◆	◆				◆		◆	◆			◆	◆								◆	◆		◆	◆		◆	◆	◆							◆		
Community Homeownership Education	◆	◆		◆				◆					◆								◆			◆	◆													
Low-Income Housing Development and Stabilization	◆	◆	◆			◆	◆									◆		◆		◆			◆	◆														
<b>EMERGENCY SERVICES</b>																																						
Energy Assistance (EAP)	◆	◆	◆		◆	◆	◆	◆	◆	◆		◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
Energy Crisis	◆	◆	◆		◆	◆	◆	◆	◆		◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
Fuel Fund				◆	◆	◆		◆				◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
Homeless Assistance	◆	◆	◆		◆	◆	◆	◆		◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
Transitional Housing		◆	◆		◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆					◆			◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
Emergency Family Services					◆	◆	◆	◆			◆	◆				◆											◆			◆					◆	◆		
Abuse and Neglect Services					◆	◆					◆			◆	◆					◆			◆	◆	◆	◆										◆		
Donated Articles		◆			◆	◆	◆	◆	◆				◆	◆	◆	◆				◆			◆	◆	◆	◆				◆						◆		
Crisis Intervention	◆	◆	◆		◆	◆	◆	◆		◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	

\* In October 2016, Heartland Community Action Agency and Western Community Action merged to become United Community Action Partnership.



# 2015 Statewide Community Action Program Activity Results

Data is from the 2015 reporting year. See page 143 for definitions and descriptions of program activities.

		People Served	Households Served	Times Service Provided
<b>EMPLOYMENT</b>				
D3	Youth Employment	914	809	813
D6	Senior Employment Programs	135	131	131
D8	Displaced Homemakers	422	422	422
D9	Employment and Training Services	4,094	2,790	21,649
A1	Community Development	10,098	3,764	113
A5	Cottage Industries	5	2	6
<b>EDUCATION</b>				
L2	Literacy	707	37	37
L3	English / Second Language (ESL)	2	2	2
L5	GED, ABE, and Educational Services	1,255	428	1,309
<b>INCOME MANAGEMENT</b>				
M2	Financial Education	8,411	5,216	6,246
M3	Tax Preparation Assistance	28,269	12,610	16,352
M4	Asset Development and Savings Programs	1,071	872	2,591
<b>HOUSING (Grants, Development, Education, etc.)</b>				
B1	Weatherization	5,195	2,141	1,559
B7	Energy Related Repairs	11,857	5,052	4,847
B9	Energy Conservation Services	20,880	7,370	7,369
C1	Housing Grants & Loans	867	422	470
C3	Home Repair / Rehabilitation	860	521	42,738
C5	Small Cities Development (SCDP)	434	266	243
C6	Rental Housing Assistance	3,546	1,432	43,768
C9	Community Homeownership Ed	2,019	941	1,011
C12	Low-Income Housing Development & Stabilization	1,596	1,425	1,539
<b>EMERGENCY SERVICES</b>				
B5	Energy Assistance	323,130	128,515	160,522
B6	Energy Crisis	93,983	34,462	33,327
B8	Fuel Fund	1,907	956	42,923
C10	Homeless Assistance	11,087	4,554	7,156
C11	Transitional Housing	1,206	741	852
G1	Emergency Family Services	3,733	2,175	45,381
G3	Abuse & Neglect	462	351	351
G6	Donated Articles	70,955	34,246	34,988
G8	Crisis Intervention	4,499	2,011	2,011

# 2015 Statewide Community Action Program Activity Results

		People Served	Households Served	Times Service Provided
<b>NUTRITION</b>				
H3	Holiday Projects	11,972	3,379	5,972
H4	Women, Infants, Children (WIC)	7,887	4,457	42,574
H5	Gardening	3,049	762	1,340
H6	Home Delivered Meals	44,769	2,044	440,455
H7	Congregate Meals	38,319	6,226	514,139
H9	USDA Commodity Assistance	2,896	2,891	27,083
H10	Supplemental Nutrition Assistance Program (SNAP) Outreach	137,641	69,812	94,628
H11	Food Assistance	47,082	15,803	75,348
<b>LINKAGES</b>				
E1	Transportation System	235,501	32,143	1,435,356
E3	Transportation Assistance	84,429	6,392	244,740
E4	Vehicle Program	502	248	320
E5	Transportation Safety Programs	4,194	2,655	2,693
F1	Senior Oriented Services	6,790	3,869	7,721
F3	Chore Services	886	735	30,975
F5	Retired Senior Vol (RSVP)	2,120	705	8,460
F6	Senior Companion / Foster Grandparent	1,220	1,158	27,442
K1	Information & Referral	498,474	464,654	600,597
K2	Outreach	913,291	707,417	760,797
K3	Public Education, Information, and Advocacy	1,238,357	618,531	2,312,012
K4	Benefit Enrollment and Application Assistance	18,073	5,648	7,958
K5	Leadership Development	706	242	912
<b>SELF-SUFFICIENCY</b>				
J1	Head Start	16,106	10,019	40,338
J2	Early Childhood Care & Education	3,506	3,209	3,958
J3	Child Care Administration	5,856	2,819	5,856
J4	At Risk Youth	1,450	568	573
J5	Campership	18	18	18
J6	Child Care Resource Referral	13,232	4,441	4,441
J7	Youth Recreation	1,133	462	3,948
J8	Parenting	8,073	7,199	8,671
J9	Fatherhood Initiative	1,832	1,832	1,832
J10	Crisis Nursery	206	163	206
M1	Self Sufficiency	9,785	5,251	5,258
M5	Family Loan Fund	32	17	17
<b>HEALTH</b>				
I1	Health Care Aid (Non-Financial)	6,352	4,620	19,967
I2	Health Care Aid (Financial)	794	550	794
I3	Family Planning	2,779	2,779	5,825

# Understanding Poverty and Economic Insecurity in Minnesota

## Community Action Programs fight poverty and economic insecurity.

Minnesota's Community Action Programs play a critical role in reducing poverty and economic insecurity, as well as reducing their effects. Minnesota prospers when all of its citizens have the ability to meet their basic needs, maximize their human potential, and participate in the state's labor force. Community Action strives to serve the diverse needs of people experiencing poverty. As families struggle to make ends meet, they turn to Community Action to meet their household needs and to improve their economic opportunities. Minnesota Community Action has made significant investments in expanded services to meet the sustained increase in demand for economic opportunity services. These efforts are helping people to help themselves by alleviating the effects of poverty and by providing the opportunities that people need to get ahead and achieve greater economic security.

The following trends provide a snapshot of poverty and economic insecurity in Minnesota, and the circumstances facing poor and low-income households.

According to the latest U.S. Census data, Minnesota's median household income and unemployment have returned to pre-recession levels.<sup>1</sup> While these measures point to the strength of the state's economy, the poverty rate shows that all Minnesotans are not benefiting from the economic recovery. In recent years, the poverty rate has slowly decreased, but it remains higher than the pre-recession level of 9.5% in 2007. Between 2014 and 2015, the state's poverty rate decreased from 11.5% to 10.2%. In 2015, 546,000 Minnesotans, including 165,000 children, still had family incomes below the federal poverty threshold.<sup>2</sup>

In 2016, a family of four with an annual income less than \$24,300, or a single individual with an annual income less than \$11,880, lived in poverty.<sup>3</sup> Low-income households are defined as those earning less than twice the federal poverty level. Both poor and low-income households struggle to make ends meet. The high cost of housing, child care, health care, food, energy, and transportation strain limited household budgets and result in economic insecurity. An unexpected job loss, health problem, or other life change can lead to a crisis pushing an economically insecure household into deeper poverty or even homelessness.

## Poverty affects rural and urban communities.

Although Minnesota has a lower poverty rate than the national average, across the state there are areas with concentrated poverty and counties with significantly higher rates. Poverty rates are higher in some rural counties in greater Minnesota, on and near American Indian Reservations, and in the cities of Minneapolis and Saint Paul.<sup>4</sup> In 2015, 58 counties had poverty rates above the Minnesota average of 10.2%, and 12 counties were significantly higher with rates above 15%. The highest rates in the state were in Mahnomon County (24.9%), Blue Earth County (19.1%), Beltrami County (18.8%), and Stevens County (18.4%). The poverty rate in the city of Minneapolis, 21.9%, and the city of Saint Paul, 22.3%, were significantly higher than the statewide average.

## Poverty is increasingly suburbanized in the Twin Cities metro area.

Since 2000, the suburban share of the Twin Cities metro area's poor has significantly increased. Analysis of 2008 data from the Brookings Institution showed that poverty rates in Hennepin and Ramsey Counties were highest in the metro area and higher than the statewide rate, but that the overall share of the metro area's poor was larger in the suburbs. By 2008, 54% of poor individuals lived in the suburbs compared to 46% in the central Twin Cities.<sup>5</sup> The suburbs are now home to the largest and fastest-growing poor population.

## **Racial disparities in poverty rates and household incomes persist.**

People of color make up the fastest growing segment of Minnesota's population. From 2000 to 2010, 86% of the state's growth could be attributed to people of color.<sup>6</sup> The strength of the state's economy depends on the contributions of all Minnesotans, but across the state people of color are disproportionately more likely to live in poverty and face economic insecurity. In 2015, Minnesota's median household income (\$63,500) was higher than the U.S. median income (\$55,800), but not all Minnesotans shared this advantage.<sup>7</sup>

In 2015, while the median income of Non-Hispanic White households was \$67,000, the median income was much lower for American Indians (\$36,900), Black/African-Americans (\$30,300) and Hispanics (of any race) (\$43,400).<sup>8</sup> Similarly, poverty rates for American Indians, Asians, African-Americans and Hispanics in Minnesota are significantly higher than the national average for these communities. In 2015, 16% of Asians, 21% of Hispanics, 25% of American Indians, and 32% of Black/African-Americans lived in poverty in Minnesota. Persistent racial disparities in poverty and income result in populations of color continuing to be more likely to experience economic insecurity than non-Hispanic White Minnesotans.

## **Children are disproportionately poor.**

Children are more likely to be poor in Minnesota. In 2015, 13% of children (under 18 years) lived in poverty, in comparison to 10% of people ages 18 to 64 years and 7% of people ages 65 years and older.<sup>9</sup> Census data also shows that the youngest children experience poverty at higher rates, with 14% of children under 5 years, living in poverty. Minnesota has some of the highest rates of children of color and American Indian children living in poverty in the country. These groups make up nearly two-thirds of the entire child population living in poverty despite being less than 30% of the total child population.

The early years of a child's brain development can be seriously impacted by poor nutrition, unstable housing, toxic environmental stress and other socioeconomic effects of poverty. The long-term developmental effects of poverty can influence a child's entire life with significant social, emotional, behavioral, academic, physical, and adult earning outcomes. It is estimated that child poverty costs Minnesota \$5.7 billion each year in terms of lost productivity and earnings and greater criminal justice and healthcare costs.<sup>10</sup> Research indicates that low-income children, who live slightly above the poverty line, face similar disparities in education, health and development.<sup>11</sup> As the racial and ethnic diversity of the state's population becomes increasingly diverse, disparities in childhood poverty are particularly troubling and have long-term consequences.

## **Employment does not guarantee economic security.**

Many low-income families find it difficult to achieve economic security through work alone. When jobs pay low wages, offer less than full-time hours, or lack adequate benefits, earned income does not provide a path out of poverty. For low-wage and low-skilled workers who were significantly impacted by the recession, unemployment and underemployment have persisted and the benefits of the recovery have not been realized to the same degree as other categories of workers.

## **Income inequality and asset poverty.**

By the late 2000s, the richest 20% of Minnesota households had average incomes 7 times larger than the poorest 20% and 2.5 times as large as the middle 20%.<sup>12</sup> A review of Minnesota income data from pre- and post- recession shows the share of household income fell for every income quintile except those in the top. The share of income for the most affluent Minnesotans grew by more than 2% from 2006 to 2011 compared to the bottom quintile that fell by more than 6% during the same period. Rising income inequality and poverty prevents households from building savings and wealth.

Liquid asset poverty measures the percentage of households who lack sufficient net worth to live at the poverty level for three months in the absence of any income. A household of four with less than \$5,963 in liquid savings is asset poor. In Minnesota, 22% of all households are asset poor.<sup>13</sup> Poor households and households of color are more likely to face asset poverty. Nationally, four in five of the poorest households and 61% of households of color are asset poor. For example, in recent years the gap in homeownership rates between households of color and white households has widened, resulting in Minnesota being one of 10 states with the greatest gap. While safety net programs and policies that make “work pay” affect income poverty, policies that increase income and create opportunities for saving and asset building reduce asset poverty.

## **Safety net programs keep people out of poverty.**

Today’s safety net prevents thousands of Minnesotans from living in poverty, and has positive long-term impacts on children. Based on research by the Center on Budget and Policy Priorities, federal and state safety net programs lift an estimated 670,000 Minnesotans, including 160,000 children, above the poverty line each year.<sup>14</sup> Social Security lifts more Minnesotans above the poverty line each year than any other program. Means-tested programs, which link eligibility to a person’s income, like SNAP (formerly food stamps) and the Earned Income Tax Credit, also reduce poverty, especially among the non-elderly. CBPP research identifies the following impacts of the safety net in Minnesota.

- Social Security lifts an estimated 390,000 people, most of them seniors, above the poverty level.
- SNAP lifts an estimated 110,000 people above the poverty level and reduces the level of poverty for others. SNAP assists an average of 500,000 people a month, including about 220,000 children.
- Two working adult family tax credits, including the Earned Income Tax Credit and Child Tax Credit, lift an estimated 100,000 people out of poverty. About 1 million Minnesotans, including 580,000 children, receive the Earned Income Tax Credit or low-income part of the Child Tax Credit.
- Supplemental Security Income, which provides critical support to seniors and severely disabled people with very low incomes, lifts an estimated 55,000 people above the poverty line.
- Housing assistance lifts an estimated 61,000 people above the poverty line. Federal rental assistance helps 180,000 people maintain affordable housing. Unfortunately, many families eligible for assistance are unable to receive assistance due to funding limitations.

Without the assistance provided by federal and state safety net programs, the number of people and families living in poverty would be significantly higher.

### **Data Sources:**

1. 2015 American Community Survey 1-Year Estimates. U.S. Census Bureau.
2. The annual federal poverty thresholds are used mainly for statistical purposes and are updated by the Census Bureau each year. The thresholds vary by household size and composition. In 2015, the poverty threshold for two parents and two children was about \$24,300.
3. 2016 HHS Poverty Guidelines. Published in the Federal Register on January 25, 2016.
4. 2011-2015 American Community Survey 5-Year Estimates. U.S. Census Bureau.
5. The Suburbanization of Poverty: Trends in Metropolitan America, 2000–2008. The Brookings Institution, January 2010.
6. Minnesota State Demographic Center.
7. 2015 American Community Survey 1-Year Estimates. U.S. Census Bureau.
8. Ibid.
9. Ibid.
10. 2011 Kids Count. Children’s Defense Fund-Minnesota, September 2011.
11. Does Money Really Matter? Estimating the Impacts of Family Income on young Children’s Achievement with Data from Random-Assignment Experiments. Duncan, G., Morria, P. & Rodriguew, C. (2011).
12. Income Inequality Grows in Minnesota. Minnesota Budget Project, November 2012.
13. 2015 Assets & Opportunities Scorecard. CFED, January 2015.
14. Minnesota Fact Sheet: Impact of the Safety Net. Center for Budget and Policy Priorities, July 2016.

# Tribal Community Action Programs

## Tribal Community Action Funding

Federal Community Services Block Grant (CSBG) and Minnesota Community Action Grant (CAG) funding is administered by the Office of Economic Opportunity, MN DHS and granted to Minnesota's eleven Tribal Governments. Each Tribal Community Action program delivers services to meet the unique needs of its community. The following information describes Minnesota's Tribal history, governments, and reservations.

## Minnesota Indian Affairs Council (MIAC)

The Minnesota Indian Affairs Council (MIAC) was established in 1963 (MN Statutes Chapter 888, Sec. 2 (3:922)). The Council provides a forum for and advises state government on issues of concern to urban Indian communities. The Council administers programs designed to enhance economic opportunities and protect cultural resources for the state's American Indian constituencies. The MIAC plays a central role in the development of state legislation. Programs that affect the state's American Indian population and tribal governments are monitored. Minnesota was the first state in the nation to establish an Indian Affairs agency and provided a model for other states to follow.

The Indian Affairs Council's vision is to strive for the social, economic and political justice for all American Indian people living in the State of Minnesota, while embracing our traditional cultural and spiritual values.

*The mission of the Indian Affairs Council is to protect the sovereignty of the eleven Minnesota Tribes and ensure the well-being of American Indian citizens throughout the State of Minnesota.*

## Minnesota Tribal History

In Minnesota, there are seven Anishinaabe (Chippewa, Ojibwe) reservations and four Dakota (Sioux) communities. A reservation or community is a segment of land that belongs to one or more groups of American Indians. It is land that was retained by American Indian tribes after ceding large portions of the original homelands to the United States through treaty agreements. It is not land that was given to American Indians by the federal government. There are hundreds of state and federally recognized American Indian reservations located in 35 states. These reservations have boundary lines much like a county or state has boundary lines. The American Indian reservations were created through treaties, and after 1871, some were created by Executive Order of the President of the United States or by other agreements.



*Niigaan Maple Sugar,  
Mille Lacs Band of Ojibwe Indians*

## Anishinaabe Reservations

The seven Anishinaabe reservations include: **Grand Portage** located in the northeast corner of the state; **Bois Forte** located in extreme northern Minnesota; **Red Lake** located in extreme northern Minnesota west of Bois Forte; **White Earth** located in northwestern Minnesota; **Leech Lake** located in the north central portion of the state; **Fond du Lac** located in northeast Minnesota west of the city of Duluth; and **Mille Lacs** located in the central part of the state, south and east of Brainerd.

All seven Anishinaabe reservations in Minnesota were originally established by treaty and are considered separate and distinct nations by the United States government. In some cases, the tribe retained additional lands through an Executive Order of the President. Six of the seven reservations were allotted at the time of the passage of the General Allotment Act.

The Red Lake Reservation is the only closed reservation in Minnesota, which means that the reservation was never allotted and the land continues to be held in common by all tribal members. Each Indian tribe began its relationship with the U.S. government as a sovereign power recognized as such in treaty and legislation. The Treaty of 1863 officially recognized Red Lake as separate and distinct with the signing of the Old Crossing Treaty of 1863. In this treaty, the Red Lake Nation ceded more than 11 million acres of the richest agricultural land in Minnesota in exchange for monetary compensation and a stipulation that the “President of the United States direct a certain sum of money to be applied to agricultural education and to such other beneficial purposes calculated to promote the prosperity and happiness of the Red Lake Indian.” The agreements of 1889 and the Agreement of 1904, Red Lake ceded another 2,256,152 acres and was guaranteed that all benefits under existing treaties would not change.

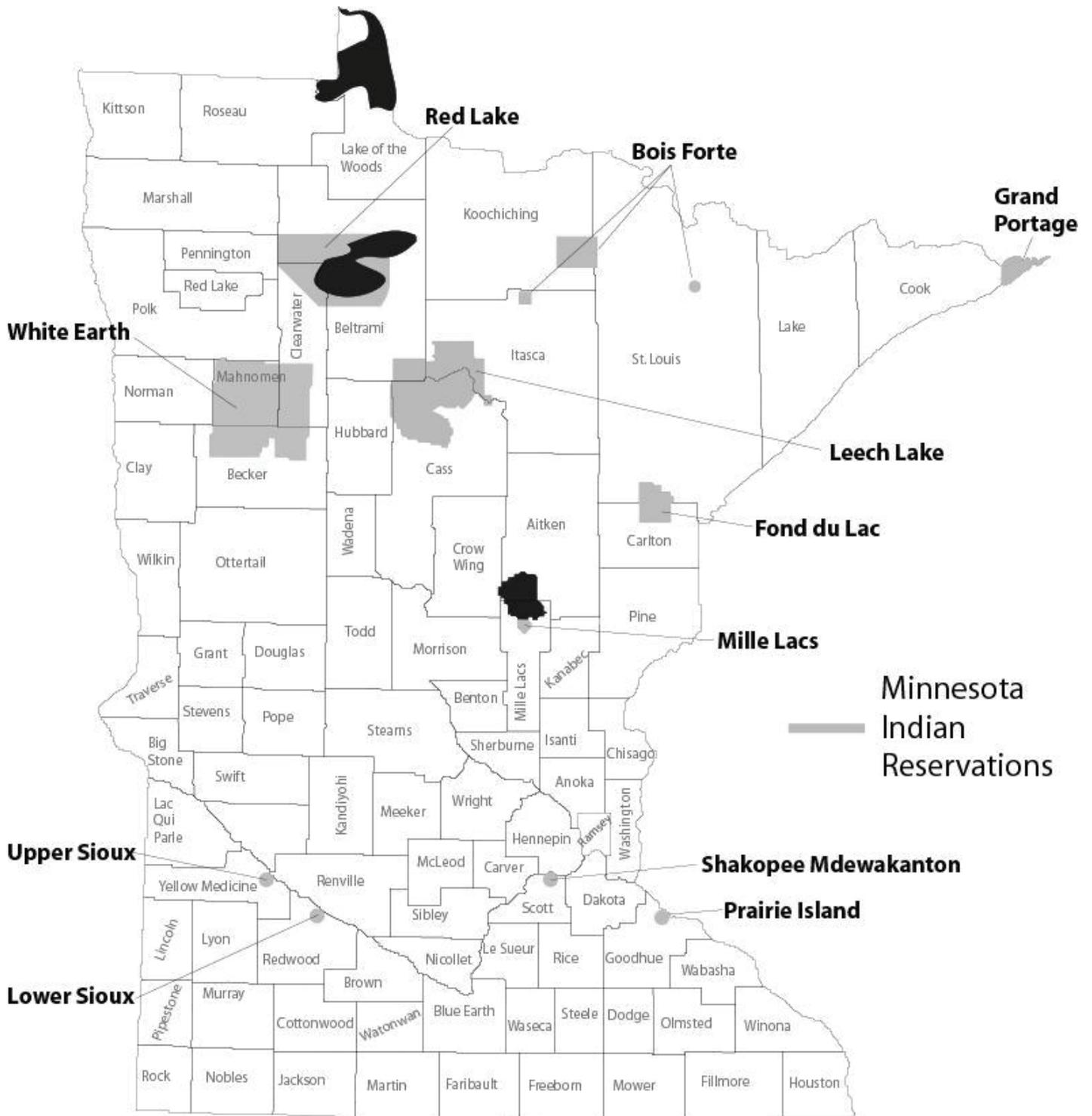
## Dakota Reservations

The four Dakota Communities include: **Shakopee Mdewakanton** located south of the Twin Cities near Prior Lake; **Prairie Island** located near Red Wing; **Lower Sioux** located near Redwood Falls; and **Upper Sioux** whose lands are near the city of Granite Falls.

The original Dakota Community was established by treaty in 1851. The treaty set aside a 10-mile wide strip of land on both sides of the Minnesota River as the permanent home of the Dakota. However, in the aftermath of the U.S.-Dakota Conflict of 1862, Congress abrogated all treaties made with them and the Dakota were forced from their homes in the state. The four communities were reestablished in their current localities by acts of Congress in 1886. The four Dakota Communities today represent small segments of the original reservation that were restored to the Dakota by Acts of Congress or Proclamations of the Secretary of Interior.

Source: MN Indian Affairs Council ([www.indianaffairs.state.mn.us](http://www.indianaffairs.state.mn.us)).

# Minnesota Tribal Governments



# 2015-2016 Best and Promising Practices

## From the Minnesota Community Action Network

After more than 50 years of service, Minnesota's Community Action Agencies continue to develop new and innovative ways to provide opportunities for low-income families. Agencies are breaking new ground in delivering services to low-income people.

The agencies described in this section were honored for creating initiatives designed to help people facing a wide array of issues including: chronic disease, lack of transportation and affordable housing, food insecurity, and recidivism. The 2015-2016 Best and Promising Practices Awards recognize initiatives that provide and document measurable outcomes, demonstrate innovation, collaborate with the broader community, and are replicable.

A **Best Practice** is a program, project, process, procedure, or strategy that has measurably increased the capacity of a community to end poverty. For example, a best practice could incorporate a short term project, management strategy or new partnership with community organizations and members. A **Promising Practice** has met the same criteria, but has existed for less than a year, therefore has not yet obtained the significant measurable results of a Best Practice.

The Minnesota Community Action Partnership collaborates with the University of Minnesota College of Human Education and Human Development, and the Minnesota Department of Human Services, Office of Economic Opportunity for the Best Practices awards.

### ***Promising Practice*** ***Community Action Duluth*** ***Circles of Security***

Community Action Duluth launched Circles of Security in partnership with the Lincoln Park Children and Families Collaborative (LPCFC). The 9-session class series provides a framework for strategies and care for children during difficult behavior episodes while giving parents resources for increased confidence and overall success. Goals are two-fold: Address the very real need for parenting skills with the population they serve, and to provide a break in the cycle of poverty by addressing youth's need for security and positive family culture. To date, Circles of Security has served 25 families (25 caregivers and 56 children), reporting positive outcomes in both targeted areas.

### ***Best Practice*** ***Community Action Duluth*** ***Free Tax Site***

Community Action Duluth launched a Volunteer Income Tax Assistance Program in 2005 to provide low- and middle-income families and individuals with free tax preparation. Now in its 12th season, the Free Tax Site will engage 93 IRS-certified volunteers this season to help 1600 households file federal and state returns. Families recoup more than \$3 million each year in tax refunds and credits while saving an average of \$200 in tax preparation fees. The tax site is a gateway to allied agency programs through which clients may leverage their refunds for a maximum long-term benefit, building durable assets and attaining self-sufficiency.

***Best Practice***

***Community Action Partnership of Suburban Hennepin County***

***Legal Services Clinics***

Community Action Partnership of Suburban Hennepin County has developed a model of providing legal services to low-income clients that is mobile and holistic. Mobility: laptops, supplies, portable printers and scanners can be set up at different locations, making legal services accessible to residents located in different geographic areas. Holistic: CAPSH staff are cross-trained and available at each clinic to provide information, assistance and referrals for other resources that enable clients to resolve legal issues and other barriers impacting the resolution of legal issues.

***Promising Practice***

***Minnesota Valley Action Council***

***Head Start's Approach to Two-Generational Father Engagement***

A critical component of Head Start Programs is parent engagement activities. A particular challenge has been how to engage male figures and fathers. Previously this was limited to parent meetings or classroom building projects. With this approach, only 38% of males participated. In order to promote more meaningful parent-child interactions, staff piloted Strong Fathers-Strong Families in the spring of 2013. After seeing a boost in meaningful participation, MVAC made a commitment to train all Head Start staff and implement this program in all nine counties. Results were immediate, and male participation increased to 59% in the next school year.

***Promising Practice***

***Tri-Valley Opportunity Council***

***Caring Companion Program***

Tri-Valley Caring Companions are volunteer adults, ages 50 and over, who help seniors live independently by assisting with grocery shopping, visiting, transportation, and other daily tasks. Volunteers are friends from the community who care. The program enables clients to remain living in their own homes without the need for early nursing home and assisted living placement. Volunteers are able to give back to the community as well as develop new friendships. The Caring Companion Program also addresses the needs of not only those who are eligible for public assistance, but expands the program to allow for affordable companion services in the private sector.

### ***Promising Practice***

#### ***Tri-CAP***

##### ***Save It, Fix It, Spend It***

Financial instability is a challenge faced by many low-income residents of Central Minnesota. To help clients move toward financial stability, Tri-CAP piloted a financial literacy program called Save It, Fix It, Spend It, within the 2014 tax program. The purpose of the program is to provide financial literacy education and help clients move toward financial stability. As a result of the information gathered from the program, last year Tri-CAP identified that more than 50% of 2014 clients were unbanked or under-banked, meaning that they have no bank accounts or a checking account only. In addition, 85% reported \$500 or less in emergency savings. Tri-CAP sees a lack of bank accounts as a barrier to emergency savings and ultimately to financial stability. To provide banking opportunities for the 2015 tax year, Tri-CAP developed partnerships with 6 local financial institutions to provide tax site representatives. Their purpose is to meet with interested clients, provide financial literacy information, and work with eligible clients to open savings and checking accounts at the tax site locations.

### ***Best Practice***

#### ***West Central Communities Action***

##### ***Family Assets for Independence in Minnesota (FAIM)***

Family Assets for Independence in Minnesota (FAIM) is a matched savings program that helps low-income workers build financial assets through the purchase of a home, pursuit of post-secondary education or launch or expansion of a small business. Participants must have incomes below 200% of poverty (\$37,060/year for a family of three). During their 2 years of enrollment, FAIM accountholders complete 12 hours of personal finance education, additional asset-specific education and deposit up to \$960 (\$40/month) of earned income into their Individual Development Accounts (IDA). Deposits are matched at a 3:1 rate. Historically, Minnesota matched these savings with \$1,440 per account holder and the federal government matched the remaining \$1,440. Similar to employer-based matched requirement accounts, IDAs provide an incentive for savings and asset building. Launched in 1999, FAIM is Minnesota's only statewide IDA program and serves all 87 counties through a collaborative of 21 organizations including Minnesota Community Action Agencies, Leech Lake Tribal Council, Emerge Community Development and Bremer Bank.

### ***Promising Practice***

#### ***Western Community Action***

##### ***Wellness Initiatives with SNAP-eligible Populations***

Providing food for people in need is something that Western Community Action has done for many years. However, WCA has become increasingly aware of the health issues facing their food shelf customers and has been working on plans to help them increase their wellness through proper nutrition. Through partnerships with the University of Minnesota Extension, Western Community Action has been utilizing strategies to increase the knowledge and skills of low-income people to better equip them to address or avoid health issues.

# Community Action Leadership Institute (CALI)

Minnesota's statewide Community Action Network is in the midst of unprecedented generational change. Leaders throughout the statewide network are growing into new roles. The Community Action Leadership Institute (CALI) is one of the exciting new ways in which we are supporting our current and future leaders.

The Institute, under the leadership of Dr. Clarence Hightower the Executive Director of Community Action Partnership of Ramsey and Washington Counties, brings together a small group of Community Action employees and provides them an opportunity to reflect on the purpose of their work, strengthen their leadership capacity, and gain a better understanding of how they might apply their best self in all aspects of their life. It is designed to equip staff with additional skills positioning them to maximize growth opportunities within the Community Action Network and the nonprofit arena.

This Institute is ideal for Community Action employees who have an interest in providing additional leadership to their agency. Institute participants are performing well in their current assignment, are willing to explore new and different paradigms, and are willing to invest in their own self-improvement.

The Institute runs over the course of one year with four sessions designed to provide intellectual challenge, enhanced self-awareness, clarity of purpose, and renewed commitment to service. From the outset, the Institute encourages participant interaction and fosters team building. It concludes with a multi-media presentation to the Minnesota Community Action Partnership's Board of Directors and an informal graduation celebration.

Community Action has a proven tradition of peer-to-peer training that keeps training affordable and real-world relevant. Dr. Hightower's Community Action Leadership Institute is a highly acclaimed and exciting new resource benefiting Minnesota's statewide Community Action network.



*2015-2016 Community Action Leadership Institute Cohort*

# Community Action: The American Dream

While Community Services Block Grant (CSBG) funds can be a small percentage of a Community Action Agency (CAA) budget, these funding sources provide 100% of Community Action's identity. By holding to founding values through supports and mandates, the Community Services Block Grant and Community Action Grant provide the foundation for Community Action in Minnesota.

Since President Johnson's 1964 call to arms, Community Action has effectively lifted Americans out of poverty and into the American Dream. Founding principles include:

- Maximum feasible participation;
- Access to comprehensive, integrated services;
- Coordination of community resources;
- Incubation of innovative supports;
- Evaluation and accountability; and,
- State and national networks.

## Maximum Feasible Participation

The Economic Opportunity Act called for the poor to have "maximum feasible participation" in identifying problems and developing solutions to poverty. The Community Services Block Grant and Community Action Grant mandate that a CAA board includes one-third of its membership as people living in poverty. While this value of "maximum feasible participation" is embedded in Community Action's culture, it is not an easy value to operationalize. Without this legal requirement, there is no guarantee that over time this hallmark value will live in an organization's future.

## Access to Comprehensive, Integrated Services

Community Action knows that poverty can only be defeated when people have access to comprehensive and integrated services. Poverty is rooted in a complex network of social ills that includes inadequate education, unemployment, poor health, and substandard housing. CAAs have multiple supports under one roof, recognizing that poverty's eradication requires such a varied group of supports. In fact, the federal CSBG Act contains multiple references to and requirements for comprehensive services, ensuring that Community Action Agencies continue to provide this broad array of support for communities.

## Coordination of Community Resources

Community Action holds that the best way to fight poverty is to coordinate community resources. With the required composition of board structure (low-income citizens, business leaders, government leaders), CAAs have ample opportunities for cross-fertilization that increases community efficiencies and economies of scale. The Community Services Block Grant and Community Action Grant reliably fund collaboration activities for CAAs. Some executive directors have predicted that collaborations might be reduced with funding cuts, because such activity is almost entirely supported by CSBG and Community Action Grant funding.

## Incubation of Innovative Supports

From Community Action's inception, the tenet that local people know best has meant the creation of innovative supports targeted at local issues. The CSBG and Community Action Grant give considerable support to locally designed solutions. One director summed it up: "CSBG funds local research and development allowing us to respond more quickly to a changing environment or come up with creative solutions to unique situations. It provides money for community assessment studies, letting us hear directly from the people we serve regarding what works and what does not; what is needed and what is not...CSBG is the seed money for new supports and innovative solutions that would not get off the ground without such financial assistance."

## Evaluation and Accountability

Since 1994, Results Oriented Management and Accountability (ROMA) has provided an accountability framework for Community Action Agencies. This system provides information essential to agency growth and improvement, such as staff training needs, and access to data that is important for funders. Having access to this powerful accountability and management system ensures that Community Action communicates results and impacts in the most comprehensive and compelling way. Without ROMA, CAAs ability to secure funding would likely be limited in significant and risky ways.

## State and National Networks

The National Community Action Partnership and the Minnesota Community Action Partnership concentrate membership power and resources to alleviate poverty through public education/advocacy. In addition, the National Association for State Community Services Programs (NASCSPP) brings together state CSBG Offices like Minnesota's Office of Economic Opportunity. Furthermore, national organizations such as CAPLAW and the National Community Action Foundation (NCAF) provide specialized support in areas such as legal, financial management and advocacy. Through the Community Services Block Grant and Community Action Grant, agencies join these networks and gain access to training/technical assistance, a wealth of best practice experience, and a powerful coalition of peers.

Community Action was created with a unique set of values that lift Americans out of poverty and into the American Dream. The values supported and mandated by the CSBG and Community Action Grant are the values of the American Dream - diversity, local community, innovation, and accountability.

It is important to recognize the role of CSBG and Community Action Grant in preserving Community Action. In 2015, 514,600 low-income people in 201,300 families were served by Community Action; Nearly 2.3 million hours of volunteer service were donated to Community Action.

It is the moral and ethical imperative of Community Action Agencies to join together, to recognize that they are stronger together than apart, and to support each other to live the founding values of Community Action.





# **Community Action Services and Programs**

# Self-Sufficiency

Community Action programs support the goal of increasing economic security for low-wage workers, retirees, and their families. CAAs partner with many organizations that also aim to help families and individuals become more self-sufficient. CAAs have created formal family development and self-sufficiency programs that offer participants a continuum of services to assist them in gaining or increasing economic security.

Self-Sufficiency programs provide trained staff to help families set and work to achieve economic, social, medical, and educational goals. After the family develops a formal plan, CAA staff identify and coordinate supportive services to help the family members attain their goals over an extended period of engagement.

## Selected Community Action Self-Sufficiency Outcomes

- **8,540 families obtained care for child or other dependent in order to acquire or maintain employment.**
- **3,808 families obtained care for child or other dependent for family stability.**
- **11,273 parents and other adults learned and exhibited improved parenting skills.**
- **10,836 parents and other adults learned and exhibited improved family functioning skills.**

# Head Start

## Comprehensive Education, Health and Family Supports

Head Start takes a comprehensive approach to meeting the needs of the whole child and family. This two generation approach supports stability and long-term success for families who are most at risk. Head Start's extensive services for both families and their young children make the difference in children's developmental progress and overall well-being.

Services target children's comprehensive needs, including developmental screening and assessment, attendance monitoring, transportation, nutrition support, health evaluation and follow-up, on-site disability services, on-site mental health supports, and family home visits and goal setting. Thanks to Head Start's comprehensive services, by the end of the year children have received education, health and nutrition services.

- **88% were meeting kindergarten readiness benchmarks.**
- **94% were up-to-date on immunizations.**
- **98% had access to a medical home.**
- **93% had access to a dental home.**

## Ensuring Compliance and Accountability to High Quality Standards

Administered by Community Action Agencies and Tribal Governments, Head Start programs are locally controlled and directly receive federal and state grant funds. All Head Start programs provide family-centered services grounded in comprehensive, research based standards known as the federal Head Start Performance Standards. These standards ensure the goals of Head Start are implemented and monitored successfully.

## Head Start: Child Development Gains

Child development gains for Head Start children compared to children living in poverty and attending other Parent Aware rated programs were greater in language, literacy, and social competency. Head Start children also exhibited less anger and fewer aggressive behaviors than the comparison group.

## Head Start: Global Quality

An analysis by Child Trends of Head Start programs participating in Parent Aware, Minnesota's Quality Rating and Improvement System found global quality (as measured by ECERS-R) in Head Start programs to be significantly higher than One and Two Star rated programs.

## Children and Families Served: By the Numbers

- 11,388 Head Start Funded Enrollment
- 2,965 Early Head Start Funded Enrollment
- 420 EHS/Child Care Partnership Enrollment
- 50% Racially Diverse
- 27% Non-English Speaking
- 14% with a Disability
- 11% Homeless or in Foster Care

## Head Start Makes Direct Investments in Local Communities

Minnesota's 32 Head Start and Early Head Start programs fuel the local economies of the communities in their service areas. In 2015 – 2016 these Minnesota investments included:

- 3,579 Jobs with Benefits
- 6,183 Children Transported
- 6,286 Children of Working Families Receive Child Care Supports
- Est. \$21 Million in Local Purchases of Food, Gas, Diapers and Other Purchases
- 19,131 Volunteers

Source: Minnesota Head Start Association, <http://mnheadstart.org>.



*Early Head Start and Head Start,  
Arrowhead Economic  
Opportunity Agency*



## Strong Fathers-Strong Families, Minnesota Valley Action Council

In Head Start, parent engagement has been a challenge due to parents' work hours, transportation issues, child care needs and level of interest. Staff recognized the need to identify innovative ways to engage fathers and male figures in Head Start. Male involvement plays a special role in a child's life and there are a significant number of single dads raising children who were not engaged. Many wanted to be part of their children's education, but were unsure of how to get involved.

The solution was to identify a program or curriculum that would involve more males/fathers and to get staff to buy-in to a new approach. The simple strategies and concepts of this new program, Strong Fathers- Strong Families, fit perfectly with the required parent engagement focus of Head Start. The program includes targeted events for fathers and their children – including science, math and literacy, all in the context of a fun but educational night at Head Start.

When beginning Strong Fathers-Strong Families in the spring of 2013, the intent was to simply get more males/fathers in the door, and to help staff feel more comfortable working with them. It has become so much more. It has become part of our everyday work with families in goal setting, program planning, conferences and including fathers more in the day-to-day activities. Staff have taken an active role in including males/fathers in planning and have increased their communication with them by sending newsletters, emails, phone calls and schedules.

In the program year 2014-2015, we evaluated six school-readiness child outcomes to assess the impact of participation in Strong Fathers events. There was a significant spike in social, emotional, physical, and cognitive outcomes in children that had a male/father attend Strong Father events. There was a smaller to equal spike in language, literacy and mathematics outcomes.



MVAC's Head Start program has been operating the Strong Fathers-Strong Families curriculum and events for over three years. Male/father participation has continued to stay steady around 50% and participants identify satisfaction and excitement about the program. What makes it a success is that the males/fathers are proud to be a part of the Strong Fathers-Strong Families program and that they see the value of being a part of their child's life and education.

# Employment

During the recent recession, unemployment rose as high as 8.3% in the spring of 2009 in Minnesota. Since then, unemployment rates have decreased and many working people have once again found work. However, some workers need a hand up to secure and maintain employment.

Community Action helps participants attain, maintain, and expand their employment goals in many ways. From connecting low-income Minnesotans with educational and job skills opportunities, to providing critical employment supports, such as child care and transportation, to helping people find and keep jobs, Community Action is providing essential support in the area of employment.

**The following summarize key employment outcomes for Community Action in 2015:**

## Employment

- **2,746 individuals who were unemployed obtained a job.**
- **1,349 individuals obtained an increase in employment income and/or benefits.**

## Employment Supports

- **8,540 families obtained care for child or other dependent in order to acquire or maintain employment.**
- **4,131 individuals obtained safe and affordable housing in support of family stability needed to gain or retain employment.**
- **21,226 individuals obtained food assistance in support of family stability needed to gain or retain employment.**
- **1,019 individuals completed ABE/GED or post-secondary education programs and received a certificate or diploma.**



*Jose - A Success Story  
Three Rivers Community Action*



*Welding Class  
Lakes & Prairies Community Action Partnership*

### Community Action Employment

In Minnesota, the Community Action network employs 3,000 people across the state.

# Emergency Services

Addressing long-term economic self-sufficiency is core to Community Action's work and providing emergency services is fundamental for people to be able to take the next steps forward toward self-sufficiency.

The Minnesota Community Action network's emergency services programs helped individuals achieve and maintain self-sufficiency:

- **31,301 individuals received emergency food.**
- **135,057 individuals received emergency fuel or utility payments.**
- **6,415 individuals received rent or mortgage assistance.**
- **1,444 individuals received temporary shelter.**
- **809 individuals averted foreclosure and maintained their home.**
- **4,318 individuals received assistance for transportation including bus passes, car repair assistance, gas vouchers.**
- **15,582 individuals received emergency clothing.**

# Energy Assistance and Weatherization

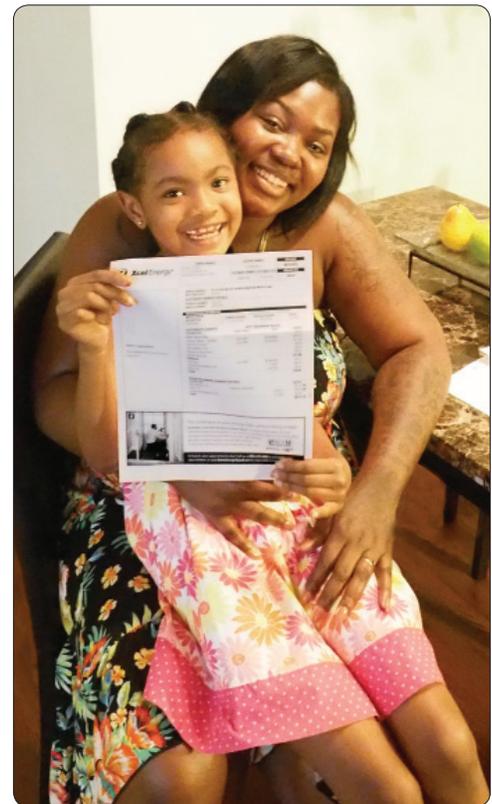
## LIHEAP and WAP - Two Sides of the Same Coin

There are two principal federal programs that address the energy burden faced by low-income Americans: the Department of Health and Human Services' Low Income Home Energy Assistance Program (LIHEAP) and the Department of Energy's Weatherization Assistance Program (WAP). LIHEAP and WAP work hand in hand to help low income families combat the financial burden associated with high energy bills.

## Energy Assistance

The Energy Assistance Program (EAP) assists low-income households to maintain affordable, continuous, and safe home energy. EAP in Minnesota is funded through the Low-Income Home Energy Assistance Program (LIHEAP), by the U.S. Department of Health and Human Services, administered at the Minnesota Department of Commerce. Households with the lowest incomes and highest energy costs receive the greatest benefits.

In the 2014-2015 heating season, about 138,900 households were helped by EAP. \$72 million was made in regular (known as Primary Heat) payments to local utility companies to help keep homes warm. The average Primary Heat grant was \$518. Of those helped, about 38,700 households were in need of crisis assistance. Crisis assistance of \$14.8 million was paid to local utility companies. The average crisis grant was \$383.



*Brittney - A Success Story  
Community Action Partnership of  
Ramsey & Washington Counties*

## Weatherization

The U.S. Department of Energy (DOE) Weatherization Assistance Program (WAP) reduces energy costs for low-income households by increasing the energy efficiency of their homes, while ensuring their health and safety. When a home is weatherized, services provided may include: energy audits to identify what improvements might be needed, attic and exterior wall insulation, education for the resident about how to reduce utility bills, air infiltration and bypass sealing, or testing, repair or replacement of a home's mechanical system. The American Recovery and Reinvestment Act (ARRA) increased funds allocated to the Weatherization Assistance Program from \$230 million per year to \$1.8 billion per year. However, beginning in 2012, funding levels have been reduced to one third the level of pre-ARRA funding – reducing the number of homes weatherized each year.

Nationally, the program provides energy-efficiency services to more than 100,000 homes every year, greatly reducing average annual energy costs for eligible low-income families. The program prioritizes services to the elderly, people with disabilities, and families with children. These low-income households are often on fixed incomes or rely on income assistance programs and are most vulnerable to changes in energy markets.

“High energy users” or households with a high energy burden also receive priority. DOE works in partnerships with state and local organizations to implement the program. DOE awards grants to state agencies, which then contract with local agencies. Weatherization programs operate in all 50 states, the District of Columbia, U.S. territories, and among Native American tribes. Approximately 900 local agencies deliver Weatherization services to eligible residents in every county in the nation. Since the inception of the Program in 1976, over 7 million households have received Weatherization services.

The Minnesota Department of Commerce carries out the WAP in Minnesota. In addition to DOE funding, local service providers leverage energy conservation resources with funding from local utilities and the Low Income Home Energy Assistance Program (LIHEAP) funded by the U.S. Department of Health and Human Services.

A 2010 study by the University of Minnesota Extension found that a Weatherization dollar spent in Minnesota creates \$1.09 in economic activity as the money circulates through local economies. According to the study, this heightened impact is attributable to the availability of manufacturers and suppliers of Weatherization products in Minnesota and to the vast statewide network of Weatherization agencies throughout the state.

### **Brittney - A Success Story**

#### **Community Action Partnership of Ramsey & Washington Counties**

Brittney is a single mother who struggled to afford amenities that many take for granted, such as electricity or a place to call home. Thankfully, that is no longer true today. Brittney was referred to Community Action Partnership of Ramsey & Washington's Energy Assistance Program where the Energy Program Coordinator helped her get rental assistance through a grant from the Homeless Outreach, Prevention and Education (HOPE) Collaborative. The grant enabled Brittney and her daughter Nariah to move into an apartment, but she still had trouble keeping up with her energy bill payments. The Energy Assistance program stepped in once again, and helped cover a portion of her energy bill for three consecutive months. Today, Brittney can afford her own apartment. She still receives check-up calls from the Energy Program Coordinator, even though her situation has improved. She says she could not be more appreciative of the assistance and support she received from Community Action.

“I honestly would not have electricity without Community Action's help. The service I received was excellent. Community Action's assistance really helped me to be in a better position.” ~ Brittney

# Transportation

Stable, safe, and dependable transportation are key components of the larger picture of self-sufficiency. Minnesota's Community Action network partners with local government, low-income participants, local businesses, and others to offer and develop an array of transportation resources. Regional transportation systems, providing cars through car loan programs, and offering financial education and incentives to low-income participants saving for a car are all a part of the network's approach to fighting poverty.

## Transportation Services Provided by Community Action in 2015:

- **1,666,163 rides.**
- **4,318 individuals received emergency transportation assistance – bus tokens, taxi voucher or van service.**
- **55,623 individuals obtained access to reliable transportation and/or driver's license.**
- **213,109 accessible new or expanded transportation resources, or those that are saved from reduction or elimination, were made available to low income people, including public or private transportation.**

### **Lift to Work Program, Community Action Partnership of Suburban Hennepin**

Access to reliable transportation is always a major challenge for low-income people. In a study conducted by The Brookings Institution, it states that only 29.7% of jobs in the Minneapolis-St. Paul metropolitan area are reachable via transit in 90 minutes. The Minnesota Department of Employment and Economic Development (DEED) estimated that 18.4% of Hennepin County workers commute to a different county. The study also found that although there has been an increase in household income, Hennepin County has the highest monthly cost for transportation and housing, \$804 and \$1,028 respectively.

Hennepin County is large geographically, and yet does not have a public transportation system sufficient to meet residents' needs, particularly low-income clients. In order to meet the need for safe, reliable and affordable transportation, CAPSH implemented the Lift to Work Program. The Transportation Program Coordinator began offering services to clients in July 2016. The program offers a subsidy to assist qualified clients obtain necessary auto repairs. The Transportation Program Coordinator works with local repair shops that are willing to provide their services at a rate 45% below the standard rate in the metro area. CAPSH also partners with O'Reilly Auto, which allows CAPSH to offer parts at a lower cost. The Lift to Work Program also offers clients assistance in their search for a safe, reliable, and affordable vehicle. The Transportation Program Coordinator works with clients in narrowing the scope of their car search to vehicles which best meet their family's need and budget. CAPSH also provides pre-purchase inspections on vehicles that the client is interested in purchasing as well as a free vehicle history report so that they are well informed as they make their final decision on whether or not to purchase a vehicle.

Three months since CAPSH began operating the Lift to Work Program, 51 clients have contacted the Transportation Program Coordinator. Fourteen of those clients have successfully had their cars repaired.

## Hiawathaland Transit, Three Rivers Community Action

In public transportation, the needs of the communities evolve, develop, and sometimes change completely. Some routes and services that are under-utilized one day may become highly traveled the next. Three Rivers Community Action has made it a priority to listen to communities, network with the workforce and local industries, and solicit feedback from the public to address growing needs and provide services that best fit the demands of all.

In the community of Red Wing, Minnesota, there are approximately 16,513 residents. Many depend heavily on the use of Three Rivers' public transit system, Hiawathaland Transit. In a 2015 poverty simulation conducted by Hiawathaland Transit, individuals expressed difficulty finding transportation after 6pm. This affected their ability to get home from work, shop, get children to and from extracurricular activities, enjoy entertainment, and get to and from classes at the technical school. The Agency determined that extended hours for affordable public transportation would offer citizens the ability to seek out new career opportunities, allow them to travel throughout the community after a day of work, and increase their overall independence in the community of Red Wing.

In January 2016, Hiawathaland Transit extended Dial-a-Ride (curb to curb) bus service from 6pm to 9pm. Passengers that previously struggled to navigate the community in the evenings now have more freedom with the added hours of service. In particular, passengers working shifts ending or beginning after 6:00pm have benefited from the extended hours by being able to continue employment when alternative means of transportation were unavailable. They've also been able to accept positions with varying hours because of the extended service hours in Red Wing.

New transit services are typically slow to start. The minimum performance threshold of service is three rides per hour. While this typically takes eighteen months to achieve, Hiawathaland Transit surpassed this benchmark with our extended hours in Red Wing at six months, confirming the need and the success of the additional hours of service.



*Hiawathaland Transit  
Three Rivers Community Action*

# Education

Community Action Agencies and their network of community partnerships recognize the importance of education and training as a foundation for securing a stable, self-sufficient, and thriving future.

From early childhood school readiness to adult basic education to training partnerships with local industry Community Action supports education strategies. In 2015, Community Action Agencies worked with 720 partnerships with school districts across Minnesota and 287 partnerships with postsecondary education or training institutions.

In Minnesota, Community Action Agencies connect low-income children with a range of early learning opportunities. Whether enrolling children in Head Start, connecting parents with Early Learning Scholarships, or helping families learn how to use Parent Aware to choose high quality early childhood education opportunities Community Action helps children from low-income households and their families build the skills and knowledge necessary to thrive.

**The following summarize key education outcomes for Community Action in 2015:**

- **2,008 individuals obtained skills/competencies required for employment.**
- **512 individuals completed their ABE or GED and received a certificate or diploma.**
- **507 individuals completed post-secondary education program and obtained a certificate or diploma.**
- **1,051 children were enrolled in a before- or after-school program.**
- **9,022 children participated in preschool activities to develop school readiness skills.**
- **4,987 children participated in preschool activities and are ready to enter Kindergarten or 1st grade.**
- **1,371 youth improved their social and emotional development.**
- **834 youth increased academic, athletic, or social skills for school success.**
- **1,038 accessible before-school or after-school program placement opportunities for low-income families were created or saved from reduction or elimination.**
- **2,988 accessible or increased educational training placement opportunities were created, or saved from reduction or elimination.**



*Niigaan Youth Program  
Mille Lacs Band of Ojibwe*



*Head Start Program  
Lakes and Pines Community Action Council*

## **Aveen Amedi, Head Start Hero Award Lakes and Prairies Community Action Partnership**

Aveen Amedi is a former Lakes and Prairies Community Action Partnership client who recently received both the Minnesota Head Start Heroes and the MinnCAP Allies in Action awards! Aveen has overcome many obstacles in her life with the help of Community Action. Aveen escaped war-torn Kurdistan in 1997.

When she left Iraq she left her credentials, her family, and her dream of being a teacher behind. While adapting to a new culture in the United States, Aveen and her fiancé married and had children. Aveen became a parent volunteer in the Head Start classroom. Along with her three children, she learned English and renewed her passion for teaching. Lakes and Prairies Head Start saw the potential in Aveen and provided her Child Development Accreditation training and a teaching position. Aveen's strong work ethic, interpreting skills, and willingness to learn all she could about working with children and partnering with their parents made her a valuable asset to the Head Start program.

For the past eight years, as a Community Action employee, Aveen has helped families to access resources to meet basic needs and set goals for self-sufficiency. Her bilingual skills and past experience give Aveen credibility with diverse families. Now a home visitor for Head Start, Aveen visits 11 Kurdish families like herself in their homes each week. Aveen teaches New American families the value of education and getting engaged in their children's learning.

Aveen found a new home in the U.S. almost 20 years ago and found a new career with Community Action. Aveen gives credit to Community Action. She said, "Lakes and Prairies believes in me more than I do in myself. They see things about my character that I don't see." As a past Head Start parent and a Community Action professional, Aveen is a wonderful representation of what Community Action can do and what it has to offer everyone regardless of where they begin.



*Aveen Amedi and Family with Yasmina Vinci, National Head Start Association Executive Director*

# Income Management

## Income Management

Helping people secure and manage income, build savings and assets, and protect earnings are key Community Action activities that promote the immediate and long-term economic security of low-income individuals and families. Community Action reaches thousands of families every year, connecting them with opportunities to develop positive financial management skills and habits, as well as to build income and assets that help move them out of poverty.

## Family Assets for Independence in Minnesota Program (FAIM)

The Family Assets for Independence in Minnesota program (FAIM) is Minnesota's only statewide Individual Development Account (IDA) program and is delivered by a statewide multi-site collaborative of Community Action Agencies, community based nonprofits, and Bremer Bank. West Central Minnesota Communities Action, Inc. is the fiscal agent for the initiative. For more information about Minnesota's FAIM program, visit [www.minnesotafaim.org](http://www.minnesotafaim.org).

Research from the Individual Development Account field suggests that people with very limited incomes can and do save money and accumulate assets when given incentives, financial education and institutional supports. IDAs are matched savings accounts that help low-income families to save, build assets, and enter the financial mainstream. In 1999, a statewide IDA program called Family Assets for Independence in Minnesota (FAIM) was launched. Savings of participants are matched at a rate of three to one: For every \$1 of earned income saved (up to \$480 per year), \$3 is matched towards purchase of an asset. Eligible assets include home purchase, capitalization of a small business, and post-secondary education.

### Key FAIM Outcomes:

Between 2000 and 2016, FAIM participants saved over \$3.23 million and acquired more than 2,000 long-term financial assets (26% homes, 34% small business, and 40% post-secondary education). FAIM participants completed 12 hours of personal finance education, plus additional asset-specific training and ongoing financial coaching.

### FAIM's Return on Investment:

FAIM delivers a strong return on investment for the public and private dollars that have supported it. When participants reach their asset goals, Minnesotans benefit from stable housing for low-income families, increased property taxes generated through homeownership, newly created jobs, local small business purchases, increased professional skills and a better educated workforce. What follows are key returns on investment by asset area from follow-up studies conducted in 2012:

#### FAIM Post-Secondary Education

- 40% of respondents indicated that their employment had improved since completing their education.
- 57% indicated their incomes had increased by a combined \$440,000+ per year.
- The percentage of FAIM post-secondary education accountholders not using any type of public assistance increased from 13% (at enrollment) to 64% (time of survey).
- 24% of FAIM post-secondary accountholders had no debt at follow-up.

#### FAIM Home Ownership

- 97% still owned their own home. Two participants had sold their homes. No FAIM homeowners responding to the survey had foreclosures

- 89% had not used risky financial products or services in the previous 6 months. Of those who had, they used only one product.
- 39% had no debt other than their mortgage.

### **FAIM Small Business**

- 89% of surveyed FAIM-sponsored businesses were still in operation more than two years after opening compared to a national average of 44%.
- 65% of businesses achieved an increase in their sales and income after applying their FAIM matched savings to improve their businesses.
- Of the 130 small business account holders responding, the total estimated revenue was \$4.64 million per year.

### **In 2015, Community Action’s income management work resulted in:**

- **18,333 participants accessed free tax preparation and qualified for federal and state tax credits totaling over \$14.7 million.**
- **2,884 people demonstrated an ability to complete and maintain a budget for over 90 days.**
- **381 people opened an Individual Development Account (IDA) or other savings account.**
- **444 people increased their savings through IDA or other savings account.**

### **Financial Education, Tri-Valley Opportunity Council**

Tri-Valley Opportunity Council, Inc., Community Services Program provides Four Cornerstones of Financial Literacy classes covering four areas: 1. Budgeting to Creating Savings 2. Debt Reductions and Asset Building 3. Building a Good Credit Rating and 4. Consumer Protection and Financial Institutions.

In January 2016, Tri-Valley Opportunity Council, Inc., began providing a three hour financial literacy class for Polk county Minnesota Family Independence Program (MFIP) clients. Polk County Social Services Financial Department and the Department of Employment and Economic Development (DEED) case managers embed this training into each client’s plan. Clients are required to participate in the training to comply with their plan. Monthly classes alternate between East Grand Forks and Crookston with an average attendance of six participants per class.

In an effort to serve additional clients that can benefit from the financial literacy class, a two hour financial literacy class is provided for inmates at the Tri-County Community Corrections Center. Classes are offered monthly and average of seven inmates at each class offered.

The eight hour Four Cornerstones of Financial Literacy class has been held at the Care and Share in Crookston, for Head Start Parents in Crookston and as a Community Education class through East Grand Forks Adult Community Education.

Participants can expect to learn how to track where their monies go and to make choices that can get them toward their goals, how to make a spending plan that will get their bills paid on time, how to find thrifty ways to stretch their money, how to set aside money for non-monthly expenses and emergencies, how to function when you don’t have enough money and how to find money in your budget to save without feeling deprived.

# Linkages

The term “linkages” refers to the activities that bring together (through mobilization and coordination) community members, or groups and often government and commercial organizations that serve many communities. Linking a variety of local services, programs, and concerned citizens is a way to combat community-wide causes and conditions of poverty.

Linkages also can be observable connections, such as medical transportation, integrated databases of community resources, communications systems, or support and facilities for new community-based initiatives.

In 2015 Community Action Agencies worked with **11,823 organizations** through **13,953 partnerships**.

These partnerships are with other nonprofits, faith organizations, local governments, for-profit businesses or corporations, housing consortium, school districts, banks, and other groups.

This partnership approach is central to Community Action. By partnering with other local organizations, Community Action agencies expand and leverage resources to help families and communities achieve important outcomes.

## 2015 Community Action Linkages Outcomes

- **95 safe and affordable housing units created in the community.**
- **3,475 safe and affordable housing units preserved or improved through construction, Weatherization or rehabilitation. \*Includes loans, rehab work and/or advocacy.**
- **4,240 accessible and affordable health care services/facilities created or maintained.**
- **15,355 accessible safe and affordable child care or child development placement opportunities for low-income families created or maintained.**
- **213,109 accessible new or expanded transportation resources, or preserved transportation resources available to low-income families, including public or private transportation.**
- **763,883 information and referral calls provided to households requesting assistance.**
- **21,155 community members mobilized by Community Action who participate in community revitalization and anti-poverty initiatives with 2,287,058 hours of donated service.**



*Head Start,  
Mahube Otwa Community Action Partnership*

# Housing and Homelessness

Community Action Agencies in Minnesota play an integral role in the provision of shelter, transitional housing, supportive services to homeless families and individuals, and the coordination of planning efforts to address and prevent homelessness.

An increasing number of people are facing the threat of losing housing, are precariously housed, or are experiencing homelessness. The increase in need for stable housing is the result of a convergence of factors: the loss of affordable housing and foreclosures, wages that have not kept pace with the cost of living, rising housing and energy costs, and underemployment.

Programs administered by CAA's include:

- Foreclosure Mitigation, Prevention, and Counseling
- Family Homeless Prevention and Assistance Program
- Emergency Shelter and Motel/Hotel Voucher Programs
- Transitional and Rapid Re-Housing
- Long-term Homeless Supportive Services and Permanent Supportive Housing
- Affordable Housing Development



*Home Repair and Rehabilitation, Tri-County Community Action Partnership*

## Selected housing and homeless prevention outcomes for 2015:

- **1,444 individuals received emergency temporary shelter.**
- **210 projects improved or preserved 3,475 safe and affordable housing units.**
- **344 low-income Minnesotans purchased their own home as a result of Community Action assistance.**

CAA's are an integral part of the 10 regional Continuum of Care (CoC) Committees whose mission it is to develop plans to address the full spectrum of homelessness. The CoC process brings together housing and service providers, homeless people, private sector interests, government officials and others for regional coordination and planning. These efforts increased access to resources to assist homeless persons, led to more efficient use of existing resources, and increased collaboration among existing service providers.

## Homelessness in Minnesota

The following information is provided by Wilder Research. More information can be found on their website: [mnhomeless.org](http://mnhomeless.org).

Every three years, the Wilder Research Center conducts a one-day study of the number of people experiencing homelessness throughout Minnesota. Wilder's triennial statewide study of homelessness is considered the most comprehensive source of descriptive information about homeless adults, youth, and children in Minnesota. Wilder conducted its latest study on October 22, 2015. Key findings from this study were published in March 2016 and follow.

After a 32 percent increase between 2006 and 2012, the overall number of homeless people in Minnesota has returned to levels similar to 2009. In 2015, 9,312 homeless adults, youth, and children were counted, down 9 percent from 2012.

- The number of homeless children decreased by 7% from 2012 to 2015. However, children still represent 35% of the overall homeless population.
- The number of families experiencing homelessness decreased by 12% (down to 1,542 in 2015).
- The number of homeless adults age 55 and older is up 8% since 2012, with the largest increase in the Twin Cities metro emergency shelters where the number of older adults increased by 21% since 2012. However, the growth in homeless older adults is similar to the growth of this age group in the overall Minnesota population.
- The greatest percent increase in the count between 2012 and 2015 was among unaccompanied minors under 18 (up 46%). However, this is also the least visible and most difficult portion of the homeless population to count and changes in these numbers can easily be due to better identification through school outreach and slight increases in youth shelter beds, including those added with the recent passage of Safe Harbor and other homeless youth legislation.

## Heading Home: Minnesota's Plan to Prevent and End Homelessness

The following information is from Heading Home: Minnesota's Plan to Prevent and End Homelessness for 2016-2017. More information can be found on the Heading Home Minnesota website: [headinghomeminnesota.org](http://headinghomeminnesota.org)

The Minnesota Interagency Council on Homelessness adopted a set of strategies and goals to improve housing stability for all Minnesotans. With key agency leaders, the Council's eleven commissioners have identified eight cross-cutting priorities and four population goals that state government will pursue over the next two years. These priorities include housing that's affordable, employment and earnings, equity in outcomes, streamlined and accessible systems and services, data quality and analysis, transition from systems, and engagement of communities.

State government cannot end homelessness alone, so the plan identifies critical partnerships needed to achieve the goals. The plan aligns with the Opening Doors: Federal Strategic Plan to Prevent and End Homelessness and with many local and regional plans in place throughout the state. It also relies and draws on the many contributions of Minnesota's strong private and nonprofit communities for ideas, resources, and ongoing support. Ending homelessness does not mean that Minnesotans will never face housing instability or homelessness again. Rather, it means that every community in Minnesota will have a response to homelessness that prevents homelessness from occurring whenever possible, and ensures that when homelessness does occur, it is rare, brief, and non-recurring. With this critical goal in mind, the Minnesota Interagency Council on Homelessness commits to implementing the plan's strategies and actions, and looks forward to working in full partnership with all stakeholders to ensure that all Minnesotans have a place to call home.

We also have strengthened our efforts to end veteran homelessness. Since 2010, we have cut homelessness among Minnesota's veteran population by 50 percent.

## **Homeless Programs**

### **Safe Harbor Shelter and Housing Program**

The Safe Harbor Shelter and Housing Program provides funding to provide a new set of programming specific to sex trafficked minors through specialized emergency shelter, transitional living, youth supportive housing programs and specialized foster care. Programs for sex trafficked youth are different from other types of existing emergency shelter, transitional living, permanent supportive housing programs and foster care placements. The specialized programs provide on-site support services specific to victims of sex trafficking, have appropriate security, involvement of trafficking survivors and formal collaborations with law enforcement and juvenile justice.

### **Transitional Housing Program**

The Transitional Housing Program (THP) provides rental subsidies and supportive services to homeless individuals and families to attain and maintain permanent, stable housing. Participants are required to pay at least 25% of their household income for rent, and program stay is limited to 24 months. Up to ten percent of funds may be used for persons needing assistance longer than 24 months. Fifty-four (54) programs were funded for the 2016-2017 biennium, with an average award of \$117,925 for the biennium. In FY2016, approximately 2,400 individuals in 1,000 households received transitional housing in programs funded by Minnesota's Transitional Housing Program.

### **Emergency Services Program**

The Emergency Services Program (ESP) funds the operating and service costs of overnight shelters, motel vouchers and day shelters and essential services to homeless children, families and individuals. Sixteen (16) programs were funded for the 2016-2017 biennium. The average award to providers was \$105,500. In SFY 2016, 6,242 homeless persons received shelter and supportive services in programs funded by Minnesota's Emergency Services Program.

### **Homeless Youth Act**

The Homeless Youth Act (HYA) provides funding to non-profits and Tribal Governments to provide street outreach, drop-in center programs, emergency shelter, transitional living program and supportive housing for homeless youth and youth at-risk of homelessness. Thirty-five (35) programs were funded for the 2016-2017 biennium, with an average award of \$231,828. In SFY 2016, programs funded by Minnesota's Homeless Youth Act provided approximately 7,000 youth with outreach services, 6,000 youth with drop-in center services, 700 youth with emergency shelter, and 850 youth with housing.

## The Phoenix, West Central Minnesota Communities Action

In 2013, West Central Minnesota Communities Action Inc. (WCMCA) was approached by the Board of Directors of Wings Supportive Family Services to undertake the transitional housing programs, as well as their supervised visitation center, "Plus Kids." WINGS was looking to disband and was looking to ensure that services were able to continue. They requested that WCMCA take on the Transitional Housing Building, as well as other services. WCMCA's Board of Directors agreed that there was a definite need for emergency housing, and that the housing units needed to be preserved in Alexandria. A WCMCA board member commented that the programs 'hit the sweet spot of Community Action.'

WCMCA then began the process of securing both the building and the accompanying state and federal funding to continue the operation of the facility and provide supportive housing services to the households currently enrolled in the units. WCMCA sought the assistance of a partner, Three Rivers Community Action, who has extensive experience in this type of property acquisition. With the assistance of Three Rivers Community Actions, WCMCA applied and received a forgivable loan through Minnesota Housing Finance Agency to do extensive rehabilitation to the building, now titled the "Phoenix." Ownership of the property was secured in December of 2015.

The renovations were completed by WCMCA Department of Correction's Institution Community Work Crew (ICWC) - WCMCA partners with the Department of Corrections for a crew leader and low risk inmates to learn the construction trade. This crew completed the renovations on the building. The renovations included repair to all 8 units, sheet rock and painting to all apartments, new flooring, new kitchens and appliances for each unit, a newly renovated and furnished community room, new playground and pavement of the parking lot. The Phoenix is currently at full capacity, housing 8 families that otherwise would not have their housing needs met. The Phoenix is being managed by Douglas County HRA, and WCMCA. has a full-time staff person on site for case management for the 8 families who reside at the Phoenix.



*Phoenix Transitional Housing Building  
West Central Minnesota Communities Action*

# Nutrition

## Supplemental Nutrition Assistance Program (SNAP) Outreach

Minnesota has a broad outreach initiative to increase participation in the Supplemental Nutrition Assistance Program (SNAP, formerly known as food stamps). Outreach efforts inform communities about the value of SNAP and help people apply for benefits. Activities are tailored to address unique community needs, but generally include educating households about SNAP, eligibility screening and application assistance.

Statewide SNAP outreach efforts leveraging the energy and expertise of 32 Community Action Agencies and hunger fighting organizations in FFY2016. OEO, MN DHS provides fiscal and administrative oversight, and ongoing technical assistance and training to support the state Outreach plan. Participating agencies receive reimbursement from USDA to conduct SNAP Outreach. Activities are tailored to address unique community needs, but generally include program promotion, eligibility screening and application assistance. The combined efforts of state, county, and community based organizations, including CAAs, have contributed to increases in SNAP participation rates and made it easier for Minnesotans to apply for SNAP benefits.

**In FFY2016, SNAP Outreach partners achieved the following outcomes:**

- **Conducted 3,093 presentations to 64,143 individuals about the benefits of SNAP.**
- **Screened 70,026 people for SNAP eligibility.**
- **Completed 13,155 Combined Application Forms (CAF) to help participants apply for benefits.**

## Supplemental Nutrition Assistance Program Education (SNAP-Ed)

The Supplemental Nutrition Assistance Program Education (SNAP-Ed) works to improve the likelihood that persons eligible for Supplemental Nutrition Assistance Program (SNAP) benefits will make healthy food choices within a limited budget and choose physically active lifestyles consistent with the current Dietary Guidelines for Americans and the USDA food guidance.

The Minnesota Department of Human Services contracts with the University of Minnesota Extension and the Bois Forte, Fond du Lac, Grand Portage, Leech Lake, Mille Lacs, Red Lake and White Earth Tribal Governments to deliver SNAP-Ed. Programming is available in every county and on six reservations: Bois Forte, Fond du Lac, Grand Portage, Leech Lake, Mille Lacs and White Earth.

University of Minnesota Extension and Tribal SNAP-Ed educators use behaviorally focused, evidence-based nutrition education and obesity prevention interventions to help Minnesotans make healthier food and lifestyle choices. Educators partner with community-based organizations to deliver SNAP-Ed programming to individuals and families, from elementary school students to older adults, who are eligible for SNAP benefits or other federal assistance programs. SNAP-Ed classes are offered in a variety of community settings, such as schools, Community Action Agencies, senior dining sites, food shelves, community centers, and public housing sites.

In FY2015, SNAP-Ed Educators prioritized teaching in organizations where a multi-level approach reinforced teaching concepts, such as connecting classroom teaching in a school setting with a school garden, the school food service, and the selections available to students in the Fresh Fruit and Vegetable Snack Program. Finally, SNAP-Ed Educators engaged with community organizations and initiatives that were aimed at improving policy, systems, and environments around healthy eating and active living to benefit SNAP eligible audiences.

## Improving Food Access, Community Action Duluth

Community Action Duluth's Seeds of Success urban farming transitional employment program has provided jobs and training to unemployed residents of Duluth for 6 years. Because the Community Action Duluth (CAD) office is located in the heart of Lincoln Park, a food desert neighborhood, the agency helped create the Fair Food Access Campaign – a coalition of organizations dedicated to addressing barriers to accessing fresh, affordable and healthy food. The coalition includes Healthy Duluth, CHUM, Duluth LISC, the Duluth Community Garden Program, and Community Action Duluth. This work began with a door to door neighborhood canvass to ask 500 residents what they thought would be a viable solution to the issue of food access. CAD presented the results of the canvass at a meeting in August 2012 to about 100 interested neighbors. One thing residents wanted was a neighborhood farmers market, and in response, CAD created the very successful Lincoln Park Farmers Market in 2013 which just finished its fourth season. The Farmers Market now offers a 3 to 1 match for EBT SNAP purchases from a variety of vendors featuring produce, eggs, meat and bread.

This year, the Fair Food Access Coalition in partnership with the Duluth Transit Authority, launched a brand new grocery bus route to provide transportation from the Lincoln Park neighborhood directly to a Super One grocery store in a nearby neighborhood. The bus was outfitted with shelves for grocery bags. The ridership has been good and the new bus route is continuing past the pilot phase. Before the grocery bus, many people were taking expensive cabs trips to get groceries or they were shopping for groceries at a neighborhood gas station.

CAD is working with partners to extend the Lincoln Park farmers market into something closer to year round. Access to fresh and healthy food through the farmers market is currently limited to the main veggie production months of June through October. CAD is working to increase the growing season to year round by building a deep winter greenhouse.

The partners include the City of Duluth, Jr. League of Duluth and Zeitgeist Center for Arts and Community. The increased year round production will provide more employment for people with employment barriers and will provide year round affordable produce to the Lincoln Park neighborhood. The site will also include a large hoop house to extend the outdoor growing season by several months. All of the funding has been secured and construction will start in Spring 2017.



*Grocery Express Bus, Community Action Duluth*

## The Emergency Food Assistance Program (TEFAP)

The Minnesota Department of Human Services, Office of Economic Opportunity contracts with Hunger Solutions Minnesota to allocate United States Department of Agriculture (USDA) commodity food to food shelves, on-site meal programs and shelters throughout the 87 counties in Minnesota based on population and poverty data. Hunger Solutions Minnesota works with seven regional food banks, each of which serves a geographical area of the state. This program design ensures an equitable distribution of USDA commodity food to all 87 counties. USDA awarded Minnesota approximately \$1,026,127 in federal TEFAP funding in 2015. State funds of \$157,069 supplement the federal award and provide the required match. TEFAP funds are used to cover the cost associated with the distribution of USDA food commodities, including warehousing, transportation, product tracking, and allocation. For the federal fiscal year of 2015, the Minnesota TEFAP program received approximately 8.8 million pounds of USDA commodity food valued at over \$6.5 million.

### Program Impact:

- **Foods available through the TEFAP program have changed significantly since the days of cheese and butter. Today, a wide variety of foods are available, including culturally specific items as well as manageable packaging sizes appropriate for individual households.**
- **In 2015, Minnesota food banks distributed over 95 million pounds of food to food shelves and other emergency feeding programs.**
- **Seven regional food banks distribute USDA commodity foods to over 290 food shelves, on-site meal programs, and shelters throughout the state.**
- **An individual receives about 29 pounds of food per food shelf visit, which is approximately a five day supply of food.**

## Minnesota Food Shelf Program (MFSP)

The State of Minnesota appropriated \$3.386 million for the 2016-17 biennium for the Minnesota Food Shelf Program. Funds will be used by 290 Minnesota food shelves to assist in meeting the increased need to purchase nutritious food and for the operating and administrative costs.

### Program Impact:

- **Food shelf use is at record highs across the state. The number of visits per year has more than doubled since before the Great Recession and has stayed at this record high level – 3.3 million visits per year.**
- **Recent data shows that 38% of households using food shelves report that paid employment is the family's major source of income. High housing costs, prescription drug costs, and low wages are cited by these populations as reasons for increased reliance on emergency food sources.**
- **In 2015, over 36% of those served at food shelves were children under the age of 18.**
- **Seniors (adults 65 years old and older) are the fastest growing group of food shelf users. From 2011 to 2015, the number of food shelf visits by seniors rose 23.7%.**

Minnesota food shelves are the first line of defense against hunger and provide instant emergency services to residents of Minnesota. Food assistance programs have been very successful in the past and have a strong foundation with a combination of government, community based services, religious organizations, and many volunteers that work together to feed the hungry. Based on current trends, food shelf usage and need for services is continuing to increase. Many Minnesota food shelves are struggling to meet the rapid rate of demand in their service areas.

# Health

The World Health Organization declares in its Constitution that “Health is a state of complete physical, mental, and social well-being and not merely the absence of disease or infirmity”. Community Action helps improve individual and community health outcomes through all of its programs, not just those specific to clinical health care and insurance access.

Access to affordable health care and insurance is key to family stability and self-sufficiency. Community Action is consistently a visible and successful leader in connecting low-income Minnesotans with health related resources. In 2015, Community Action staff and volunteers provided outreach and application and enrollment assistance statewide to help connect uninsured and hard to reach Minnesotans with MNsure.

## Family Health Outcomes

- **10,504 children obtained immunizations, medical, and dental care.**
- **4,436 obtained health care services for themselves and/or family member.**
- **6,244 households enrolled in MinnesotaCare, MA(Medicaid), MNsure, or other health insurance programs.**

## Community Health Outcomes

- **6,599 accessible safe and affordable health care services/facilities for low-income people were created, or saved from reduction or elimination.**
- **2,607 community services to improve public health and safety were created or preserved.**

### **Bundled Services Initiative, Lakes and Pines Community Action Council**

It can be discouraging for someone who needs services from different agencies, providers and programs, to go from building to building, person to person and explain their situation multiple times, so the Bundled Services Initiative was started. Lakes & Pines established two new offices in North Branch and Moose Lake, plus a one-day a week office in Aitkin. Agency-wide advocates are available at each of these sites, as well as at the Mora office to coordinate services for families and individuals that are facing multiple obstacles on their path to self-sufficiency. Most service models only focus on one challenge or issue rather than providing a comprehensive package of services. Our advocates work with program participants to efficiently coordinate all available services to address needs. This process builds on a combination of staff and family input and may involve coordination with service providers outside Lakes & Pines. Achievable goals are set with the individual or family, advocates establish an on-going relationship, and also mentors the family to build on their strengths and navigate service systems to access the services they need.

Recently, an agency-wide advocate had an appointment with a mother and her adult daughter, who have been living in their car. They had moved back to Minnesota to be closer to relatives but things did not go as planned, and they found themselves homeless. The advocate was able to provide additional services to the mother and daughter while also sheltering them in a motel for the night. The advocate helped the family fill out housing applications, obtain health insurance, apply for Supplemental Nutrition Assistance program (SNAP) and Energy Assistance and also provided budgeting guidance.

There are so many times that families give up because they have to jump through many hoops and talk to many providers. This family exited the shelter program with more tools than they entered with, and was more financially resilient due to the manner in which the services were delivered.

## **Becker County NAPS Program (Nutrition Assistance Program for Seniors) Mahube-Otwa Community Action Partnership**

Mahube-Otwa operates the Nutrition Assistance Program for Seniors in collaboration with the United States Department of Agriculture (USDA), the North Country Food Bank, local senior housing managers, Becker County Sentence to Serve Program, Becker County Public Health, a local faith based organization used as a distribution site, Retired Senior Volunteer Program (RSVP), and the Developmental Achievement Center (DAC). NAPS is a state-wide nutrition program for low income seniors (130% of the federal poverty guidelines). Residents age 60 and over, who are eligible receive a monthly 40 pound box of food (canned fruits and vegetables, juices, canned meat, cereal, peanut butter and pasta) and a two-pound box of cheese. For example, in August 2016, 4,179 pounds of nutritious food was distributed to 175 low income seniors. Annually, this translates into about 50,148 pounds of food for low income seniors. What sets this program apart is the amazing level of integration between multiple community providers month after month. The USDA and North Country Food Bank provide the food. Six RSVP volunteers arrive at two senior housing units to manage distributions. The Sentence to Serve individuals, supervised by Becker County Law Enforcement, unload the boxes from the semi-truck and carry them into the senior housing units or deliver them to the church which donates space as a community distribution site. Becker County Public Health staff provide health and nutrition education to senior recipients at a resource table. All Mahube-Otwa and county-wide programs provide informational brochures to keep the population informed about new and on-going resources that are available to them. Monthly, four DAC program participants load the 40 pound boxes of food into the seniors' cars. Six RSVP volunteers complete data entry and the log sheets as the food is distributed. The Mahube-Otwa Aging Assistance Coordinator is responsible to manage the program, to take resident applications, and determine eligibility. The seniors here are truly the neediest of the needy, and they receive nutritious food on a monthly basis.

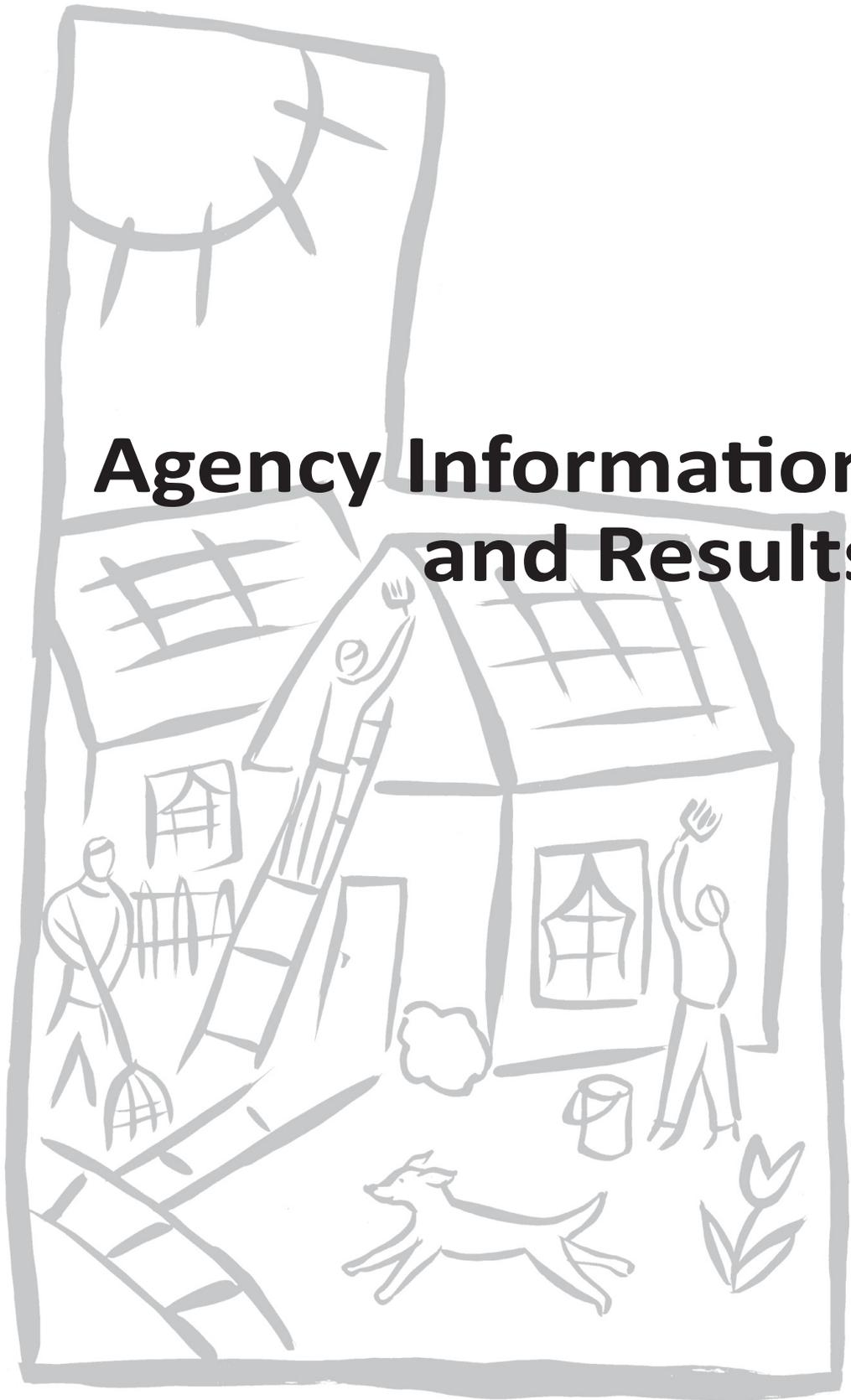


*Garden Project  
Arrowhead Economic Opportunity  
Agency*



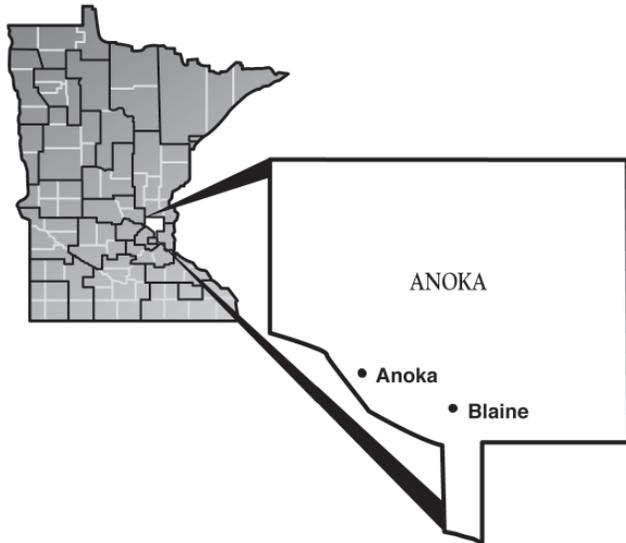
*Senior Dining Program  
Semcac*





# Agency Information and Results

# Anoka County Community Action Program



Patrick McFarland  
Executive Director

1201 - 89th Avenue Northeast  
Suite 345  
Blaine, MN 55434

Phone: (763) 783-4747  
Email: [accap@accap.org](mailto:accap@accap.org)

Website: [www.accap.org](http://www.accap.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who obtained skills/competencies required for employment.	145
Individuals who completed ABE, GED, or post-secondary education programs and obtained a certificate or diploma.	210
Individuals who obtained care for a child or other dependent to reduce barriers to employment or to increase family stability for those unable to work.	5,067
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	104
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	8,415
Individuals who opened an Individual Development Account (IDA) or other savings account.	41
Individuals who averted foreclosure and maintained their home.	144
Children who participated in preschool activities to develop school readiness.	653
Parents and other adults who learned and exhibited improved parenting skills.	836

### Community Outcomes

Number of community members mobilized by Community Action that participated in community revitalization and anti-poverty initiatives.	1,255
Number of volunteer hours donated to the agency.	29,035
Community Partnerships	361



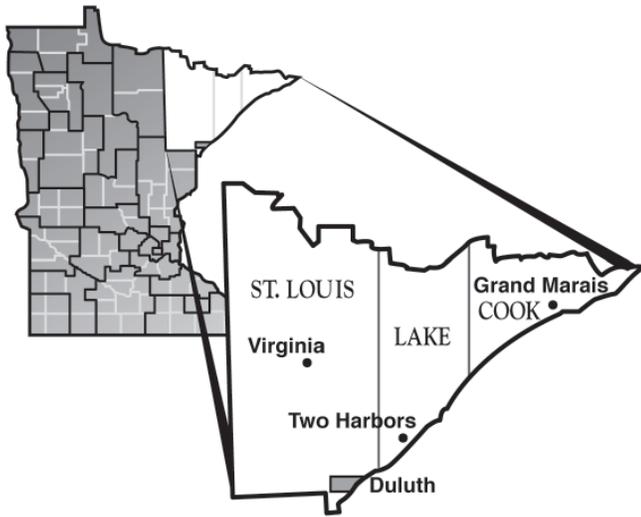
Program Activity	Number of People Served
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	10
M4 Asset Development and Savings Programs	1
<b>HOUSING</b>	
B1 Weatherization	67
B7 Energy Related Repairs	263
B9 Energy Conservation Services	17,688
C3 Home Repair / Rehabilitation	17
C6 Rental Housing Assistance	824
C9 Community Homeownership Ed	253
C12 Low-Income Housing Development & Stabilization	792
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	7,874
B6 Energy Crisis	39
C10 Homeless Assistance	20
G6 Donated Articles	0
G8 Crisis Intervention	110
<b>NUTRITION</b>	
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	495
<b>LINKAGES</b>	
E4 Vehicle Program	276
F1 Senior Oriented Services	1,054
F3 Chore Services	487
F6 Senior Companion / Foster Grandparent	234
K1 Information & Referral	1,327
K2 Outreach	818
K3 Public Education, Information, and Advocacy	818
<b>SELF SUFFICIENCY</b>	
J1 Head Start	792
J2 Early Childhood Care & Education	1,195
J3 Child Care Administration	2,839
J8 Parenting	792
J9 Fatherhood Initiative	186
M1 Self Sufficiency	262

## Success Story

Jessica's story is an example of the multi-generational impact of community action, and the manner in which serving a single individual or family for a limited period of time can produce positive, lasting results. She was a young mother when she first enrolled her daughter at Head Start. Unknown to Jessica, her child was struggling with speech and language delays; through the comprehensive screening process all children receive when they enter Head Start, her daughter was referred to speech therapy and given the tools necessary to become Kindergarten ready. This positive experience continued when Jessica's second child was able to receive ongoing support for behavioral concerns, and her third child developed a strong bond with his bus driver and monitor.

She recognized the pride and passion with which all the Head Start staff performed their duties, and was inspired to enroll in school full-time to pursue her teaching degree. Knowing her children were safely engaged in an opportunity to achieve a better life, Jessica was able to become the first person in her family to graduate from college. This led to a job as a Head Start teacher, which has been a stepping stone for the family to continue to increase self-sufficiency and work towards purchasing a house. Jessica's last child is now entering preschool, and she continues to grow professionally and advocate for the positive outcomes of Head Start for the entire family. The resources, relationships, and support Jessica has received as both an employee and Head Start parent have been an invaluable part of her journey.

# Arrowhead Economic Opportunity Agency



Paul Carlson  
Executive Director

702 Third Avenue South  
Virginia, MN 55792-2797

Phone: (218) 749-2912  
Email: paul.carlson@aeoa.org

Website: [www.aeoa.org](http://www.aeoa.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	196
Individuals who obtained skills/competencies required for employment.	1,132
Individuals who completed ABE, GED, or post-secondary education programs and obtained a certificate or diploma.	353
Individuals who obtained access to reliable transportation and/or driver's license to reduce barriers to employment or to increase family stability for those unable to work.	1,847
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	36,821
Individuals who opened an Individual Development Account (IDA) or other savings account.	12
Individuals who averted foreclosure and maintained their home.	23
Children who participated in preschool activities to develop school readiness.	455
Parents and other adults who learned and exhibited improved parenting skills.	797

### Community Outcomes

Number of community members mobilized by Community Action that participated in community revitalization and anti-poverty initiatives.	1,609
Number of volunteer hours donated to the agency.	92,776
Community Partnerships	672

Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D3 Youth Employment	104
D6 Senior Employment Programs	24
D8 Displaced Homemakers	112
D9 Employment and Training Services	1,916
<b>EDUCATION</b>	
L2 Literacy	265
L5 GED, ABE, and Educational Services	382
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	12
M3 Tax Preparation Assistance	3,694
<b>HOUSING</b>	
B1 Weatherization	301
B7 Energy Related Repairs	1,021
B9 Energy Conservation Services	908
C1 Housing Grants & Loans	334
C3 Home Repair / Rehabilitation	334
C5 Small Cities Development (SCDP)	36
C6 Rental Housing Assistance	36
C9 Community Homeownership Ed	111
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	18,410
B6 Energy Crisis	5,946
C10 Homeless Assistance	823
C11 Transitional Housing	203
G8 Crisis Intervention	60
<b>NUTRITION</b>	
H5 Gardening	650
H6 Home Delivered Meals	1,521
H7 Congregate Meals	5,183
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	494
H11 Food Assistance (Food Shelf)	6,398
<b>LINKAGES</b>	
E3 Transportation Assistance	2,056
F1 Senior Oriented Services	614
F5 Retired Senior Vol (RSVP)	1,415
K1 Information & Referral	266
K2 Outreach	3,316
K3 Public Education, Information, and Advocacy	338
K4 Benefit Enrollment and Application Assistance	220
<b>SELF SUFFICIENCY</b>	
J1 Head Start	1,648
J2 Early Childhood Care & Education	14
J4 At Risk Youth	100
J7 Youth Recreation	64
J8 Parenting	93
J9 Fatherhood Initiative	1
M1 Self Sufficiency	1,733

## Success Story

Phyllis Rayton, Virginia MN FAIM and DHP client. AEOA Allies in Action Award Winner, 2016

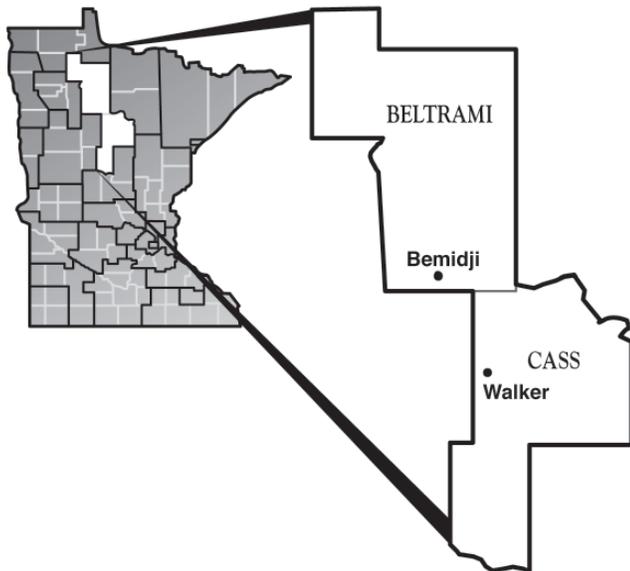
Phyllis moved to our community from Kansas in 2013 to escape an abusive relationship. She arrived with only her three children and the clothes on their backs. While qualifying for some assistance, she found part-time employment as a cook and housekeeper at a local hotel, working about 30 hours per week. This still did not meet all her family's needs. She was forced to move with her children every six months to find better housing with more affordable utility payments.

In early 2014, Phyllis was selected for a Habitat for Humanity home, but didn't know how she would come up with the necessary down payment. Phyllis enrolled with the FAIM program administered by AEOA and began a savings plan investing \$40 per month over two years. FAIM would match her savings, providing her with an adequate down payment on her new home.

In the meantime, Phyllis continued to move frequently, forced to decide between which bills to pay each month. She became late on her car payment and received a notice of repossession. Without transportation she would likely lose her jobs. Without employment and the income to support her family, Phyllis would not be able to purchase a new home. She enrolled in the Lives in Transition – Displaced Homemaker Program (DHP) through AEOA in September of 2015. DHP was able to assist Phyllis by providing her with support services, bringing her out of the repossession process and helping her get back on track.

During a recent follow-up visit, Phyllis was excited to announce that she had just accepted a \$40,000/yr. position as kitchen manager at a local restaurant. She gratefully tells about how it took a community to bring her to this point. She recently has become the group leader for the Salvation Army Youth Group and continues to volunteer with Habitat for Humanity. Phyllis has often expresses her desire to keep giving back in hopes of changing just one life like hers was changed.

# Bi-County Community Action Programs



Barb Moran  
Executive Director

6603 Bemidji Avenue North  
Bemidji, MN 56601

Phone: (218) 751-4631  
Email: [barb.moran@bicap.org](mailto:barb.moran@bicap.org)

Website: [www.bicap.org](http://www.bicap.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	23
Individuals who obtained skills/competencies required for employment.	23
Individuals who completed ABE, GED, or post-secondary education programs and obtained a certificate or diploma.	13
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	582
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	152
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	8,372
Individuals who averted foreclosure and maintained their home.	16
Children who participated in preschool activities to develop school readiness.	383
Parents and other adults who learned and exhibited improved parenting skills.	501

### Community Outcomes

Number of community members mobilized by Community Action that participated in community revitalization and anti-poverty initiatives.	533
Number of volunteer hours donated to the agency.	50,879
Community Partnerships	287



Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D3 Youth Employment	23
<b>HOUSING</b>	
B1 Weatherization	122
B7 Energy Related Repairs	452
B9 Energy Conservation Services	91
C6 Rental Housing Assistance	369
C9 Community Homeownership Ed	70
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	8,372
B6 Energy Crisis	2,837
C10 Homeless Assistance	489
C11 Transitional Housing	46
<b>NUTRITION</b>	
H3 Holiday Projects	253
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	533
<b>LINKAGES</b>	
K1 Information & Referral	4,299
K3 Public Education, Information, and Advocacy	729
K5 Leadership Development	34
<b>SELF SUFFICIENCY</b>	
J1 Head Start	882
J4 At Risk Youth	23

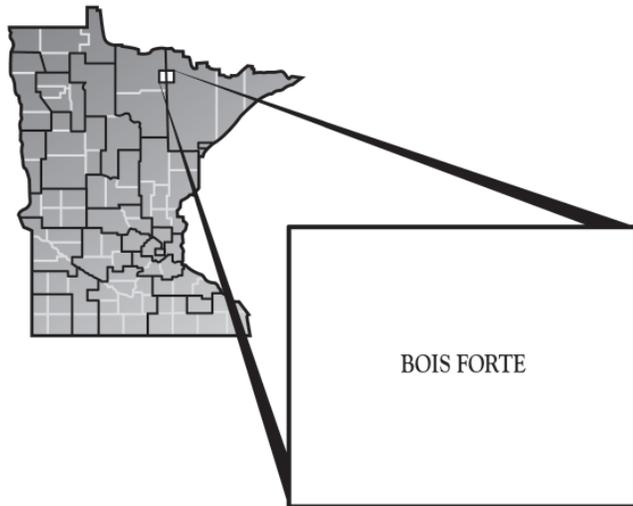
“I want to take this time to expend a huge amount of gratitude for the outpouring of help with our home. BI-CAP’s Mortgage Foreclosure Specialist was more than a reassuring voice when all hope had been lost. I will never forget the first phone call I took from her. I was defeated and so tired of hearing ‘there is no hope.’ The specialist calmed me and allowed me to cry and actually listened to my story. I did exactly what was recommended and in the end, with hard work from the Cass County VA Rep, the Specialist and countless hours my husband and I worked...we came to a resolution. We have not regretted nor let anyone down since that dreadful time. Please know that just as your worked helped us...we continue to do the same for others!” - MDC

## Success Story

Mortgage foreclosures, although waning in recent months, still pose a significant problem to families with marginal incomes. Mortgage Foreclosure counseling can only be performed by Mortgage Foreclosure Specialists which requires specific training and credentialing. BI-CAP maintains a Mortgage Foreclosure Specialist on staff. BI-CAP also embraces collaboration and partnerships as well as client self sufficiency as is evidenced in the following scenario. BI-CAP worked collaboratively with Veteran’s Services to successfully prevent a mortgage foreclosure. The homeowner, a preschool teacher, had not been paid a wage in a few months due to summer school schedules. The husband was laid off unexpectedly further reducing the household’s income. Consequently, the family fell behind on their mortgage payments. The mortgage company refused to take any money unless all arrears could be paid in full, which was impossible for the household to do on their own. A sheriff’s sale was scheduled. The client met with BI-CAP’s Mortgage Foreclosure Specialist for a triage, the first step in gaining mortgage foreclosure counseling. During the triage it was learned that the client had a portfolio loan with a bank that does not work with the nation-wide Making Home Affordable Program which could have possibly restructured their loan. No resolution could be found other than paying off all outstanding mortgage debt. It was also learned that the husband was a veteran. A release of information was signed and the couple was immediately referred to their county’s Veteran’s Service office as a first step in applying for a Special Needs Grant through the veteran’s office. Within six weeks of calling for assistance, BI-CAP was able to assist the family in postponing the sheriff’s sale and provide the necessary information to the Veteran’s Affairs Office to secure the Special Needs Grant. Meanwhile the family, very wisely, was putting aside the funds that they would normally be paying for a house payment. The successful collaboration of the Special Needs Grant combined with a Minnesota State funded program, Family Homeless Prevention and Assistance Program (FHPAP) dollars as well as funds from the homeowner allowed for the delinquency to be paid in full and for the reinstatement of the mortgage. The family, which included two children, remained in their home. This would not have been possible without the funds from all three sources, BI-CAP FHPAP funds, Veteran’s Services funds and client funds. The homeowner expresses her gratitude in the comments to the left.

# Bois Forte Reservation

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5344 Lake Shore Drive  
PO Box 16  
Nett Lake, MN 55772

Phone: (218) 757-3261

Website: [www.boisforte.com](http://www.boisforte.com)

Mari Barto  
CSBG Program Contact

Email: [mbarto@boisforte-nsn.gov](mailto:mbarto@boisforte-nsn.gov)

The Bois Forte Reservation is located in northern Minnesota in Koochiching and St. Louis counties, approximately 40 miles south of the Canadian border. The tribal headquarters are in Nett Lake, Minnesota.

## **What does the name “Bois Forte” mean?**

Bois Forte, or “strong wood,” was the name given by French fur traders to the Native Americans living in the densest forests of what is now northeastern Minnesota.

## **How did the Bois Forte people traditionally live?**

The Bois Forte people lived in harmony with the rhythms of nature, moving through the woods as the seasons changed to fish, hunt, pick blueberries, and make maple sugar. This began to change when Europeans started arriving in the late 1600s and early 1700s. Since that time, the Bois Forte people have seen many changes; the great forests are gone, there are many more people and far fewer animals. Despite these alterations, the Bois Forte have endured and built a diverse, growing economy at the same time they have preserved their ancient traditions; harvesting wild rice, tapping maple trees and picking berries to name a few. Weaving everything together is a sense of community, expressed as gatherings and celebrations in powwows and sacred ceremonies.

## **How did the Bois Forte people come to the area where they currently live?**

The Bois Forte Band of Ojibwe has lived in northeastern Minnesota for centuries, but did not originate here. The people journeyed from the east coast up the Saint Lawrence River around the Great Lakes and followed the rivers and lakes inland. During the early years of fur trading with non-Indians, the Bois Forte people moved inland from the Grand Portage area to the mouth of the Vermilion River.

## **Where is the Bois Forte Reservation?**

The Bois Forte Reservation is located in northeastern Minnesota. The Reservation consists of three parts. The largest section is at Nett Lake in St. Louis and Koochiching counties. It is home to the majority of Bois Forte Band members and the Band’s Tribal Government Offices. The Vermilion Reservation is located near the city of Tower on Lake Vermilion in St. Louis County. It is home to Fortune Bay Resort Casino, the Bois Forte Heritage Center, the Vermilion Family Wellness Center and the Vermilion Community Center and Health/Dental Clinics. Deer Creek in Itasca County is also part of the Bois Forte Reservation although no Band members live there.



### **How was the Bois Forte Reservation created?**

To obtain Indian people's rich land and natural resources, the U.S. government signed a series of treaties with Indian nations in the 1700s and 1800s. Under the terms of the Treaty of 1854, Indian people in northern Minnesota ceded land from International Falls to Duluth to Grand Portage. The Bois Forte Indians were given the right to select reservation lands in the vicinity of Lake Vermilion, which was the heart of their community, and they retained the right to hunt and fish in the ceded area.

But when reports of gold beneath the Bois Forte people's lands began to circulate, non-Indians wanted the land. That led to the Treaty of 1866, in which all claims to a reservation near Lake Vermilion were relinquished and a reservation of about 100,000 acres was established at Nett Lake. Even though the Vermilion reservation was reestablished by an 1881 Executive Order, the Bois Forte Indians were only given back about 1,000 acres in the Vermilion area, instead of the tens of thousands they had been promised in the Treaty of 1854.

### **How was the Bois Forte Band government of today created?**

The federal Indian Reorganization Act of 1934 recognized that assimilation had failed and that Indian people and Indian governments should be strengthened, not weakened. It was followed by other policies of the twentieth century, such as the Freedom of Religion Act, the Indian Child Welfare Act, and the Indian Self-Determination Act, which marked a new respect for Indian sovereignty and self-governance. Indian nations like Bois Forte were offered the choice of managing their own government programs.

Also during this century, the Minnesota Chippewa Tribe was formed as a political union of six Chippewa bands. This helped the Bois Forte Band further strengthen its government. By 1997, the Bois Forte Reservation Tribal Council had assumed full responsibility for the delivery of all governmental programs and services to its people.

## *Success Story*

Community Action funding is used to deliver initiatives that support youth and elders in the community.

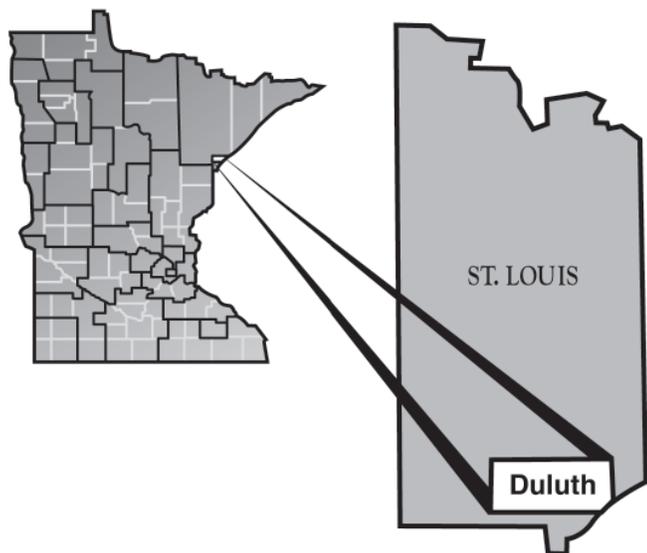
### **Youth Outdoor Survival Training**

To help youth build confidence and skills, a training on outdoor survival was provided. The Bois Forte Conservation Officers and the 1854 Treaty Authority taught the training. All of the youth who participated received outdoor survival kits containing bibs, outdoor sewing kits, water bottles, survival aid whistles, emergency blankets, waterproof matches, insect repellent, and paracord. Twenty-eight (28) youth participated in the training.

### **Elder Abuse Awareness Conference**

To encourage participation in the Elder Abuse Awareness Conference, the Bois Forte Transit Department provided transportation to elders. As a result, elders who were unable to transport themselves were able to benefit from the information and resources shared at the conference.

# Community Action Duluth



Angie Miller  
Executive Director

2424 West 5th Street, Suite 102  
Duluth, MN 55806

Phone: (218) 726-1665  
Email:  
angie@communityactionduluth.org

Website:  
[www.communityactionduluth.org](http://www.communityactionduluth.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	73
Employed individuals who obtained an increase in employment income and/or benefits.	70
Individuals who obtained skills/competencies required for employment.	28
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	265
Households in tax preparation programs who obtained any Federal or State tax credit.	1,232
Amount of tax credits:	\$1,964,301
Individuals who increased their savings through an Individual Development Account or other savings account.	78
Amount of increased savings:	\$35,354
Individuals who demonstrated an ability to complete and maintain a budget for over 90 days.	175
Households who demonstrated good or restored credit.	121

### Community Outcomes

Community members mobilized that participated in revitalization and anti-poverty initiatives.	897
Number of volunteer hours donated to the agency.	5,679
Community Partnerships	188



## Program Activity

Program Activity		Number of People Served	NUTRITION	
<b>EMPLOYMENT</b>			H5	Gardening 7
D9	Employment and Training Services	187	H10	Supplemental Nutrition Assistance Program (SNAP) Outreach 23,073
<b>EDUCATION</b>			H11	Food Assistance 265
L5	GED, ABE, and Educational Services	77	<b>LINKAGES</b>	
<b>INCOME MANAGEMENT</b>			E1	Transportation System 20
M2	Financial Education	124	E3	Transportation Assistance 97
M3	Tax Preparation Assistance	2,307	E4	Vehicle Program 24
M4	Asset Development and Savings Programs	406	K3	Public Education, Information, and Advocacy 222
<b>HOUSING</b>			K4	Benefit Enrollment and Application Assistance 613
B9	Energy Conservation Services	44	K5	Leadership Development 24
C1	Housing Grants & Loans	13	<b>SELF SUFFICIENCY</b>	
C9	Community Homeownership Ed	124	J8	Parenting 75

## Success Story

Anitra grew up in a neighborhood with gangs, drugs, prostitution, and violence. As a child, her family was homeless until she was in high school and they received a subsidized housing voucher in the Twin Cities suburbs. According to Anitra, the suburbs were better, but their income did not increase and the limited amount of food did not improve. From a young age, Anitra was motivated to escape the poverty her family experienced and she set ambitious goals for herself.

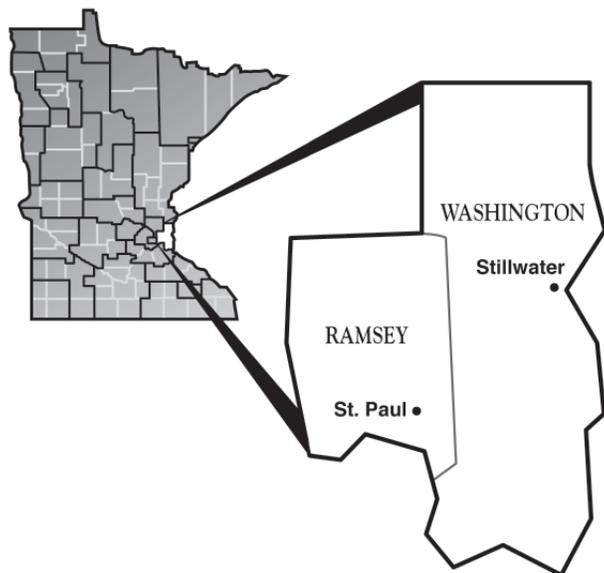
She moved to Duluth and became a first generation college student. As she was attending community college and working several jobs, she heard about Community Action Duluth (CAD). She attended orientation and followed up with a Financial Coach. In her words, "What a friendly and welcoming voice Karen had over the phone...I was not ashamed of where I came from or made to feel ridiculous for trying to better my situation. If anything, Karen and other CAD employees were amazed at how well I was able to conduct my living situation, do my own budgeting, plan for my future already. I knew where I wanted to be in my life. I needed CAD's help to achieve my dream in doing it."

Anitra utilized financial coaching and other programs to increase her financial security. Jumpstart helped her obtain an affordable car loan and reliable vehicle, which allowed her to access promotion opportunities at her part-time job. As a result, she eventually obtained a state job working with people with disabilities that included benefits, living wages and work she was proud to do.

She enrolled in the FAIM matched savings program. In Anitra's words, "Everything I wanted, needed to know about improving my credit, buying a home, and making financially smart investments was in this class. Then I decided to buy a house. The home buying process with the FAIM program was almost effortless. The encouragement to do well, all of the resources on how to look for a home, how to choose a home that will not only fit your budget but accommodate your family was superb. That is the true difference with the programs at CAD. You are not simply a "client" that is getting a service. You become part of a family that continually supports where you need, want, and desire it to be."

Now, Anitra is a homeowner and works as an Adult Basic Ed teacher with another CAA. She continues in the FAIM program, saving for education and working towards her Bachelor's degree. She began as a participant, and now helps others to achieve their goals.

# Community Action Partnership of Ramsey and Washington Counties



Dr. Clarence Hightower  
Executive Director

450 Syndicate Street North  
St. Paul, MN 55104

Phone: (651) 645-6445  
Email: [chightower@caprw.org](mailto:chightower@caprw.org)

Website: [www.caprw.org](http://www.caprw.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who obtained skills/competencies required for employment.	39
Individuals who obtained care for a child or other dependent to reduce barriers to employment or to increase family stability for those unable to work.	315
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	560
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	63,584
Individuals who increased their savings through IDA or other savings accounts.	145
Children who participated in preschool activities to develop school readiness.	1,739
Parents and other adults who learned and exhibited improved parenting skills.	1,564
Individuals who received emergency car or home repair.	1,575

### Community Outcomes

Community members mobilized that participated in revitalization and anti-poverty initiatives.	1,521
Number of volunteer hours donated to the agency.	20,476
Community Partnerships	283

Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D9 Employment and Training Services	39
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	159
M3 Tax Preparation Assistance	25
M4 Asset Development and Savings Programs	145
<b>HOUSING</b>	
B1 Weatherization	317
B7 Energy Related Repairs	1,575
B9 Energy Conservation Services	56
C3 Home Repair / Rehabilitation	134
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	63,284
B6 Energy Crisis	20,606
B8 Fuel Fund	42
C10 Homeless Assistance	298
C11 Transitional Housing	6
G1 Emergency Family Services	989
G3 Abuse & Neglect	121
G8 Crisis Intervention	1,077
<b>NUTRITION</b>	
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	18,174
H11 Food Assistance	292
<b>LINKAGES</b>	
E1 Transportation System	1,761
E3 Transportation Assistance	163
E4 Vehicle Program	42
E5 Transportation Safety Programs	1,761
K1 Information & Referral	38,742
K2 Outreach	168,507
K3 Public Education, Information, and Advocacy	86,824
K4 Benefit Enrollment and Application Assistance	19
K5 Leadership Development	8
<b>SELF SUFFICIENCY</b>	
J1 Head Start	1,761
J3 Child Care Administration	115
M1 Self Sufficiency	33
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	1,761

## Success Story

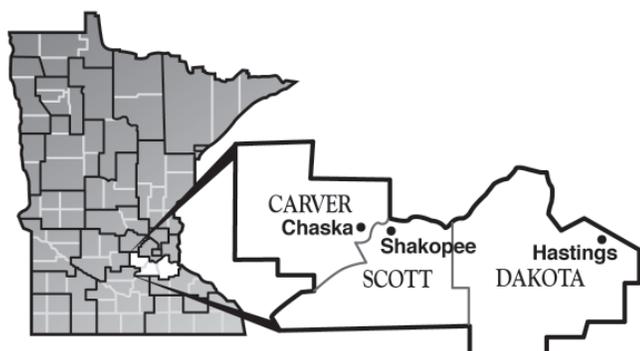
Community Action Partnership of Ramsey & Washington Counties (CAPRW) provides high-quality programs and services to low-income people in both Ramsey and Washington counties. A recent community needs assessment revealed that individuals and households in Washington County participate in some need-based and other human services programs at a lower rate than some similar cohorts in Ramsey County. Additionally, 51% of Ramsey County's low-income residents were more likely to have heard about Community Action than the 37% of Washington County's low-income residents. In order to measure how effective the agency is in delivering services across our entire service area CAPRW's leadership conducted a Service Equity study.

A comparison of eligible population estimates with actual program participation rates supported the conclusion that CAPRW could improve our program participation rates in Washington County. A major part of our strategy was to launch a new satellite office in Washington County to ensure that our programs are accessible and the agency is a stakeholder in the community. Leadership decided that expanding CAPRW's presence into both counties would promote accessibility and customer service, increased program enrollment, and strengthening of partnerships in Washington County.

Washington County covers a large geographical area with 14,000 eligible households spread throughout 423 square miles. As opposed to the densely populated Ramsey County with 63,000 eligible households within 170 square miles. The planning team's priorities for site selection included: a central location, ease of access by car, ample and accessible parking, storefront with building frontage, on public transportation route with regular service, enough square footage for significant staff.

All agency programs serving Washington County are available at the Oakdale site including: Energy Assistance, SNAP Outreach, Project Success, Transitional Housing, asset/financial capacity building and Weatherization Assistance. The new site has been successful in increasing our participation rates, handling almost 7% of our walk-in assistance requests.

# Community Action Partnership of Scott, Carver, and Dakota Counties



Joseph Vaughan  
Executive Director

712 Canterbury Road South  
Shakopee, MN 55379

Phone: (952) 496-2125  
Email: [jvaughan@capagency.org](mailto:jvaughan@capagency.org)

Website: [www.capagency.org](http://www.capagency.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	125
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	250
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	8,211
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	14,246
Children who participated in preschool activities to develop school readiness.	474
Parents and other adults who learned and exhibited improved parenting skills.	431
Individuals who received emergency car or home repair.	512

### Community Outcomes

Community members mobilized that participated in revitalization and anti-poverty initiatives.	1,104
Number of volunteer hours donated to the agency.	36,233
Community Partnerships	407



Program Activity	Number of People Served
<b>HOUSING</b>	
B7 Energy Related Repairs	515
B9 Energy Conservation Services	419
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	14,246
B6 Energy Crisis	4,013
C10 Homeless Assistance	224
C11 Transitional Housing	103
G6 Donated Articles	156
G8 Crisis Intervention	191
<b>NUTRITION</b>	
H3 Holiday Projects	2,829
H4 Women, Infants, Children (WIC)	4,214
H6 Home Delivered Meals	418
H7 Congregate Meals	541
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	7,414
H11 Food Assistance	8,211
F3 Chore Services	191
K1 Information & Referral	23,454
<b>SELF SUFFICIENCY</b>	
J1 Head Start	469
J6 Child Care Resource Referral	28
J10 Crisis Nursery	82
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	858
I2 Health Care Aid (Financial)	103

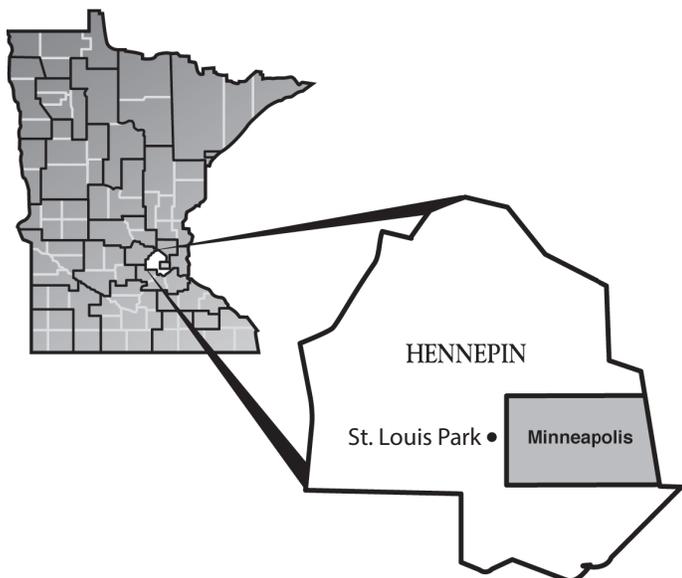
## Success Story

Tonja Henjum is the single mother of a four-year-old daughter who enrolled with Head Start this past year. Before working with Head Start her daughter was labeled as a “problem child” and had issues behaving like other students. The teachers at Head Start encouraged Tonja to have her daughter, Taylor, evaluated to determine if there were any developmental delays. Once the evaluations were complete, the school district could create an Individualized Education Plan (IEP) and work on her social and behavioral components with special education classes. Tonja has also become involved with Policy Council where she attends monthly meetings, assists with interviews, and communicates with other parents at her daughter’s school. Through the Policy Council, she was elected to be the Board Liaison for the CAP Agency and Minnesota Head Start Association (MHSA) parent representative for Scott, Carver, and Dakota counties. Tonja works with the MHSA to lobby for legislation and assist with early education programs.

In her time spent with Head Start, she has seen growth within herself and from many others and continues to work hard for families across the state of Minnesota. Tonja recently had the opportunity to speak to members of the Minnesota House of Representatives on behalf of Head Start. With her speech, she helped the Representatives to understand the needs of the Head Start Program and how crucial this is to our children.

Tonja is grateful to all the teachers in the Head Start program she has worked with as well as everyone working diligently to improve the lives of children and families across the country. Since joining Head Start, Tonja and her daughter’s lives have improved dramatically and both have been given the opportunity to grow. Taylor no longer has speech problems and has been able to turn her day around when her emotions start to get the best of her. Tonja has had opportunities and made an impact in ways she never imagined she would. Head Start has changed their lives and

# Community Action Partnership of Suburban Hennepin



Scott Zemke  
Executive Director

8800 Highway 7, Suite 401  
St. Louis Park, MN 55426

Phone: (952) 933-9639  
Email: [szemke@capsh.org](mailto:szemke@capsh.org)

Website: [www.capsh.org](http://www.capsh.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	297
Individuals who obtained skills/competencies required for employment.	332
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	800
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	1,604
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	84,770
Individuals who averted foreclosure and maintained their home.	50
Parents and other adults who learned and exhibited improved parenting skills.	107
Households in tax preparation programs who obtained any Federal or State tax credit.	1,045
Amount of tax credits:	\$1,263,300
Individuals who averted foreclosure and maintained their home.	50

### Community Outcomes

Community members mobilized that participated in revitalization and anti-poverty initiatives.	152
Number of volunteer hours donated to the agency.	2,368
Community Partnerships	594

Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D3 Youth Employment	10
D9 Employment and Training Services	766
A1 Community Development	10,078
A5 Cottage Industries	5
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	295
M3 Tax Preparation Assistance	1,045
M4 Asset Development and Savings Programs	80
<b>HOUSING</b>	
B7 Energy Related Repairs	1,191
C1 Housing Grants & Loans	48
C3 Home Repair / Rehabilitation	106
C6 Rental Housing Assistance	409
C9 Community Homeownership Ed	583
C12 Low-Income Housing Development & Stabilization	172
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	61,409
B6 Energy Crisis	16,599
B8 Fuel Fund	32
C10 Homeless Assistance	488
C11 Transitional Housing	106
G1 Emergency Family Services	634
G6 Donated Articles	1,050
G8 Crisis Intervention	963
<b>NUTRITION</b>	
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	9,436
H11 Food Assistance	390
<b>LINKAGES</b>	
E3 Transportation Assistance	572
E4 Vehicle Program	58
F1 Senior Oriented Services	495
K1 Information & Referral	31,810
K2 Outreach	43,158
K3 Public Education, Information, and Advocacy	59,486
K4 Benefit Enrollment and Application Assistance	656
K5 Leadership Development	59
<b>SELF SUFFICIENCY</b>	
J4 At Risk Youth	65
J8 Parenting	363
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	190

## Success Story

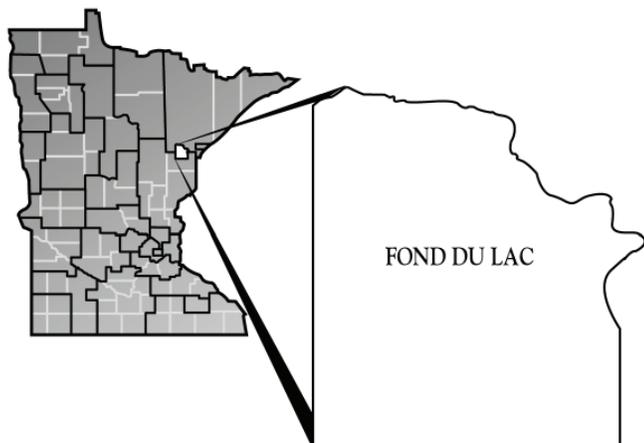
Community Action Partnership of Suburban Hennepin (CAPSH) reinstated the Family Assets for Independence in Minnesota program (FAIM) in 2015. The FAIM program helps low-wage earners save money by enrolling clients in an Individual Development Account (IDA), developing a work-plan with clients, and coaching clients to increase their financial assets. Program participants save \$40 each month in an IDA account and are matched at a 3 to 1 ratio.

For many low income households, purchasing a home is their first step to wealth building. This was the objective for Gloria and Manuel when they enrolled in the FAIM program. CAPSH's Spanish speaking Asset Development Advisor met with Gloria and Manuel in December 2015 and began working on a plan that would lead to homeownership. The first step was for Gloria to open an IDA account with \$40 in January. Both Gloria and Manuel went through 12 hours of financial literacy education, pre-purchase counseling, and Homestretch Workshop. They were able to reduce their debt and maximize their savings in addition to their IDA. By June 2016 they began the process of purchasing their home. Gloria and Manuel updated the Advisor on their progress and stated that they faced some challenges as the closing date approached. They stated that the homestretch workshop provided them with essential information as they navigated the process of homeownership. Gloria and Manuel were also grateful that CAPSH staff was available to answer any questions they had during this process.

Gloria and Manuel successfully closed on their home on September 2016 using the first years saving and matched dollars from the FAIM program of \$1,920. In addition, Gloria and Manuel saved \$1,000 in emergency funds. Gloria is really pleased and happy with being a homeowner; Manuel and their three children enjoy a safe and comfortable place they can call home. They are both entrepreneurs and their next goal is to save to start their own business.

# Fond du Lac Reservation

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1720 Big Lake Road  
Cloquet, MN 55720

Phone: (218) 879-4593

Jason Holliday  
CSBG Program Contact

Email: [jasonholliday@fdlrez.com](mailto:jasonholliday@fdlrez.com)

Website: [www.fdlrez.com](http://www.fdlrez.com)

Over the past twelve years the Fond du Lac Band of Lake Superior Chippewa has been working on broadband development for the Reservation. In 2012, the Band became a Blandin Broadband Community through the Blandin Foundation. As part of a Blandin Broadband Community, the Band has been able to apply for funding for various Broadband projects. These projects included hiring of a consultant to conduct a study on the Broadband needs of the community, install 13 wireless hot spots for the community, and conduct a two week “app camp” for Fond du Lac high school students to learn how to create apps for smart phones and tablets.

In conjunction with the efforts with the Blandin Foundation, Fond du Lac also pursued grant opportunities with the United States Department of Agriculture. In 2014, the Reservation applied for two grants to create a fiber to the home network through the USDA Community Connect program. These grants were declined. Using that experience the Band applied again in 2015 for the same fiber to the home network project and the grants were awarded. Beginning in 2016, the Fond du Lac Reservation began with the process of constructing this network which should be completed and operational by December 2018.

The Fond du Lac Band is committed to expanding Broadband throughout the Reservation and is looking forward to continuing work with the Blandin Foundation and the United States Department of Agriculture through 2016 and beyond. Increasing broadband access is a huge step towards bettering the lives of Band members and the surrounding community and opens up the opportunity to new jobs, education and economic development.



Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D3 Youth Employment	70
<b>EDUCATION</b>	
L5 GED, ABE, and Educational Services	25
<b>HOUSING</b>	
B7 Energy Related Repairs	6
B9 Energy Conservation Services	52
C3 Home Repair / Rehabilitation	55
C6 Rental Housing Assistance	37
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	497
B6 Energy Crisis	271
B8 Fuel Fund	211
<b>NUTRITION</b>	
H5 Gardening	142
H9 USDA Commodity Assistance	2,811
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	2,065
<b>LINKAGES</b>	
E5 Transportation Safety Programs	57
<b>SELF SUFFICIENCY</b>	
J1 Head Start	227
J4 At Risk Youth	271

## Success Story

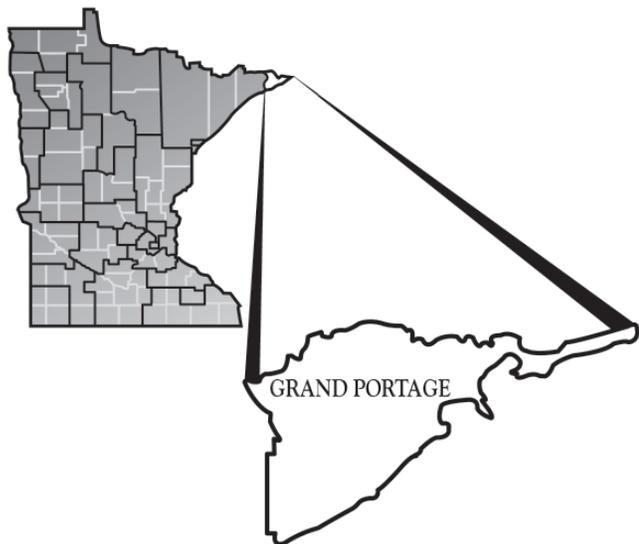
The Fond du Lac Band of Lake Superior Chippewa wrote a grant to the Enterprise Foundation to secure funds to provide HUD VASH training to neighboring tribes. VASH is Veterans Affairs Supportive Housing where tribes can apply for housing vouchers for veterans in their communities. Fond du Lac contracted with a consultant to provide Supportive Housing training over a period of 9 months from December 2015 to July 2016. There were a total of five trainings held at the Fond du Lac facilities.

These training were patterned after Supportive Housing Tool-Kit trainings used in Colorado. These sessions took a different housing topic each session for 9 months with various presenters and housing models for people to hear and see. These trainings were formatted to be two days per month for nine months.

There were five trainings held between December 14, 2015 and July 12, 2016. All total the trainings had 102 people in attendance which average just over 20 people per session. The five trainings were all well attended even though the weather did not always cooperate. Overall, the attendees were very pleased with the sessions and the topics. The range of where attendees came from was a surprise as well. We were expecting Minnesota staff, but staff came from Montana and the Dakota's as well. Attendees also requested that we offer more sessions in the future. The five sessions brought together housing and services staff from varied locations to work on housing needs, build skills and collaborate. In addition to building capacity for upcoming new projects, many staff working on existing projects were able to attend.

# Grand Portage Reservation

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83 Stevens Road, PO Box 428  
Grand Portage, MN 55605

Phone: (218) 475-2822

Charlene James  
CSBG Program Contact

Email: [cjames@grandportage.com](mailto:cjames@grandportage.com)

Website: [www.grandportage.com](http://www.grandportage.com)

The Grand Portage Reservation is located in Cook County in the extreme northeast corner of Minnesota, approximately 150 miles from Duluth. It is bordered on the north by Canada, on the south and east by Lake Superior and on the west by Grand Portage State Forest.

The Grand Portage Reservation encompasses a historic fur trade site with spectacular Northwood's Lake Superior shoreline. The reservation extends about 18 miles along the lakeshore and from nine miles to a quarter mile inland. The community of Grand Portage is the location of the tribal buildings and home sites. Grand Marais is the closest city, 36 miles to the southwest, and Thunder Bay, Canada, is 37 miles to the north.

The Grand Portage Tribal Council is the governing body of the reservation and is a member of the Minnesota Chippewa Tribe (MCT). The Tribal Council consists of a Chairman, Vice Chairman, Secretary/Treasurer, Council man, and Council woman. In 1996, Grand Portage entered the Self-Governance Program by contracting to administer its own programs from the Bureau of Indian Affairs (BIA). The State of Minnesota is responsible for criminal and some civil jurisdictions. The Tribe established its own court in September 1997. It collects its own sales tax.

The Tribe, working with the local residents, the State, and the Environmental Protection Agency, established a Land Use Ordinance for the reservation that was approved in 1996. This ordinance designates areas of land use according to tribal priorities for wildlife habitat, timber production, and protection of the resources for recreational purposes. A primitive area had been set aside in an eastern portion of the reservation in 1956. The hunting and fishing rights of tribal members in the ceded lands of the 1854 Treaty are regulated under the Tribal Code and enforced by the 1854 Authority.

This information was provided by the MN Indian Affairs Council ([www.indianaffairs.state.mn.us/tribes.html](http://www.indianaffairs.state.mn.us/tribes.html)).



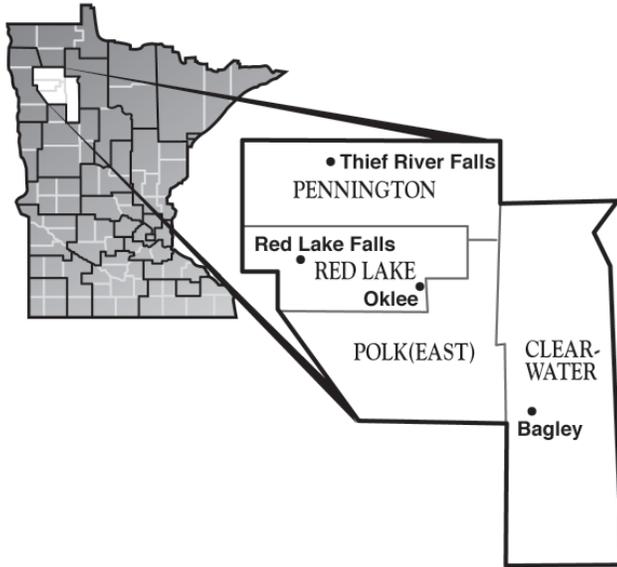
Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D3 Youth Employment	22
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	207
B6 Energy Crisis	97
B8 Fuel Fund	32
<b>NUTRITION</b>	
H7 Congregate Meals	25
H9 USDA Commodity Assistance	85
<b>LINKAGES</b>	
E1 Transportation System	70
E5 Transportation Safety Programs	18
F3 Chore Services	10
K1 Information & Referral	75
K3 Public Education, Information, and Advocacy	115
K4 Benefit Enrollment and Application Assistance	10
<b>SELF SUFFICIENCY</b>	
J2 Early Childhood Care & Education	14

## Success Story

The Grand Portage Band leverages Community Action funding to support the critical services provided by the Elderly Assistance Program and the Elderly Nutrition Program. These important programs help create a safe and healthy living environment for elders in the community. Minor home maintenance, transportation assistance, outings and other activities are some of the many services provided to elders under these funds. These activities promote the safety, security, and health of elders while keeping them active.

The Grand Portage Reservation also uses Community Action funding to support other critical self-sufficiency services such as emergency food, temporary shelter, and utility assistance. All of these in coordination with other programs address unmet needs and help promote increased self-reliance within the community. As in the case of one young woman with two young children. She has used every resource available to her for a few years until she could get on her feet. She was able to enroll in college to become a nurse, has acquired housing, and childcare. She now has a sense of pride and is looking forward to the future.

# Inter-County Community Council



Catherine Johnson  
Executive Director

207 North Main Street  
Oklee, MN 56742

Phone: (218) 796-5144  
Email: [cjohnson@intercountycc.org](mailto:cjohnson@intercountycc.org)

Website: [www.intercountycc.org](http://www.intercountycc.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	32
Individuals who obtained skills/competencies required for employment.	83
Individuals who completed ABE, GED, or post-secondary education programs and obtained a certificate or diploma.	62
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	49
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	305
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	3,500
Individuals who received emergency car or home repair.	82
Children who participated in preschool activities to develop school readiness.	136
Parents and other adults who learned and exhibited improved parenting skills.	176

### Community Outcomes

Number of community members mobilized by Community Action that participated in community revitalization and anti-poverty initiatives.	42
Number of volunteer hours donated to the agency.	12,500
Community Partnerships	1,663



Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D3 Youth Employment	173
D6 Senior Employment Programs	10
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	1,317
M3 Tax Preparation Assistance	149
M4 Asset Development and Savings Programs	5
<b>HOUSING</b>	
B1 Weatherization	131
B7 Energy Related Repairs	235
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	3,096
B6 Energy Crisis	1,261
B8 Fuel Fund	30
C10 Homeless Assistance	284
C11 Transitional Housing	21
G6 Donated Articles	123
<b>NUTRITION</b>	
H3 Holiday Projects	137
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	3,160
H11 Food Assistance	305
<b>LINKAGES</b>	
K1 Information & Referral	7,528
K2 Outreach	4,870
K3 Public Education, Information, and Advocacy	5,911
K4 Benefit Enrollment and Application Assistance	69
K5 Leadership Development	23
<b>SELF SUFFICIENCY</b>	
J1 Head Start	1,166

## Success Story

The following story was submitted by a participant in our employment and training program who wished to remain anonymous:

To Whom It May Concern,

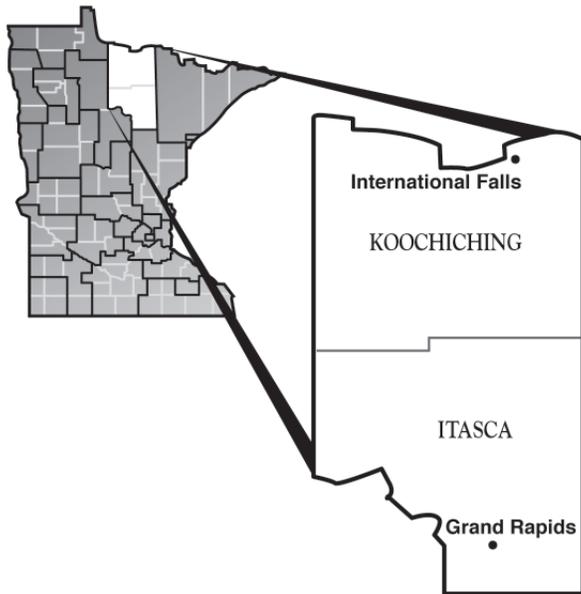
I, John Doe, would like to tell you how Inter-County Community Council (ICCC) was able to help me find employment. Last fall I moved back home after 9 years on active duty in the US Navy. It was my goal to find employment as an electrician apprentice in hopes of taking my journeyman's test and becoming a fully licensed electrician. Prior to my move, I had no formal experience or training in electrician work, making me a potentially expensive new hire.

ICCC was able to reimburse my employer a large portion of my wages during the initial training period. This was done to offset the financial burden that the employer assumes when hiring and training. Because of their wage reimbursement I was a much more viable job applicant and it enhanced my employment opportunities. ICCC was also able to help with funding for tools and clothing needed in this field; as electricians use many specialized tools on a daily basis. Many new apprentices end up having to take out high interest loans, use credit cards, or gradually purchase these tools over the first year or two of employment. No matter how the funds are acquired it is usually a financial burden and stress point for new employees to acquire the tools necessary to be effective in the work place. Because of ICCC, I was able to forgo the majority of that burden and stress. I arrived with all of the required tools and professional clothing on my first day, which generated a positive first impression with my employer and coworkers.

Another large financial burden and stress point for many young families can be child care; ICCC was able to assist with that as well. It truly helped my family as my wife and I were both transitioning to new jobs and putting our children into new childcare facilities to have some of the financial stress relieved.

Separating from the military and moving to a new geographic location with my family could have been a much more stressful and a difficult time in our lives, but ICCC helped us transition smoothly. For that, I am very grateful.

# KOOTASCA Community Action



Paul Carlson  
Executive Director

201 NW 4th Street, Suite 130  
Grand Rapids, MN 55744

Phone: (218) 999-0800  
Email: paul.carlson@aeoa.org

Website: [www.kootasca.org](http://www.kootasca.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	75
Individuals who obtained care for a child or other dependent to reduce barriers to employment or to increase family stability for those unable to work.	117
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	225
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	11,323
Individuals who received emergency car or home repair.	328
Children who participated in preschool activities to develop school readiness.	228
Number of rides provided to low-income individuals and families.	145

### Community Outcomes

Number of community members mobilized by Community Action that participated in community revitalization and anti-poverty initiatives.	370
Number of volunteer hours donated to the agency.	37,582
Community Partnerships	287



Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D9 Employment and Training Services	75
<b>EDUCATION</b>	
L5 GED, ABE, and Educational Services	5
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	60
<b>HOUSING</b>	
B1 Weatherization	65
B7 Energy Related Repairs	328
C1 Housing Grants & Loans	196
C9 Community Homeownership Ed	110
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	7,709
B6 Energy Crisis	2,518
C10 Homeless Assistance	100
C11 Transitional Housing	34
<b>NUTRITION</b>	
H3 Holiday Projects	80
<b>LINKAGES</b>	
E3 Transportation Assistance	145
E4 Vehicle Program	2
K1 Information & Referral	7,692
K3 Public Education, Information, and Advocacy	295
K5 Leadership Development	99
<b>SELF SUFFICIENCY</b>	
J1 Head Start	249
J10 Crisis Nursery	117
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	21

## Success Story

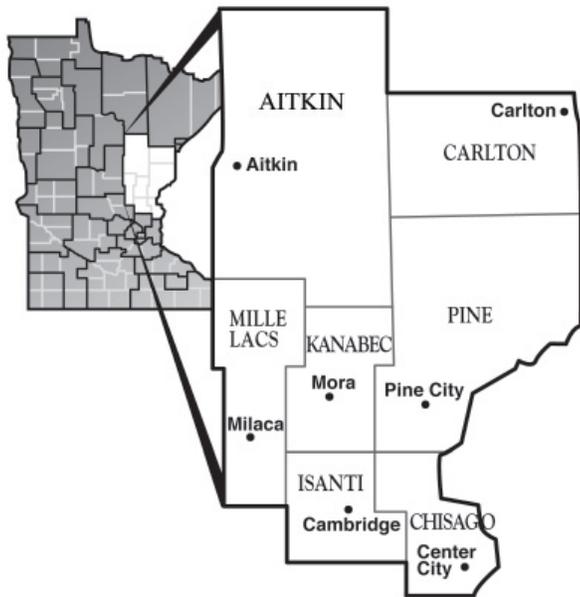
### Working Hard to Stay the Right Path

When a slot opened in the KOOTASCA Men's PEER House Program, KCA's Homeless Prevention Case Manager met with an individual who was a guest at GRACE House, a local homeless shelter. The 50 year old had recently left an unhealthy relationship and lost his housing. He had a minor criminal background, some history of chemical dependency, and mental health issues. He had been homeless several times in the past few years, most recently for a month prior to arriving at GRACE House.

During the time he was in the PEER House Program he maintained his employment, gaining additional hours each week, and worked to maintain his sobriety and positive mental health. He was awarded a Housing Voucher and, using money he saved during his time at the PEER House, he was able to move into permanent housing. To date, he is continually working to attain even more self-sufficiency.

In the areas of mental health, housing, and sobriety. He has shown great improvement in all these areas and has taken personal responsibility for his own continued success.

# Lakes and Pines Community Action Council



Robert Benes  
Executive Director

1700 Maple Avenue East  
Mora, MN 55051-1227

Phone: (320) 679-1800  
Email: [bob.benes@lakesandpines.org](mailto:bob.benes@lakesandpines.org)

Website: [www.lakesandpines.org](http://www.lakesandpines.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	321
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	670
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	752
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	21,665
Individuals who received emergency car or home repair.	1,174
Children who participated in preschool activities to develop school readiness.	453
Parents and other adults who learned and exhibited improved parenting skills.	411

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	594
Number of volunteer hours donated to the agency.	35,510
Community Partnerships	295

Program Activity		Number of People Served
<b>EMPLOYMENT</b>		
D6	Senior Employment Programs	1
D9	Employment and Training Services	526
<b>EDUCATION</b>		
L5	GED, ABE, and Educational Services	526
<b>INCOME MANAGEMENT</b>		
M2	Financial Education	470
M3	Tax Preparation Assistance	2,723
M4	Asset Development and Savings Programs	4
<b>HOUSING</b>		
B1	Weatherization	342
B7	Energy Related Repairs	1,164
B9	Energy Conservation Services	282
C1	Housing Grants & Loans	24
C3	Home Repair / Rehabilitation	14
C5	Small Cities Development (SCDP)	29
<b>EMERGENCY SERVICES</b>		
B5	Energy Assistance	17,127
B6	Energy Crisis	8,261
B8	Fuel Fund	138
C10	Homeless Assistance	1,030
C11	Transitional Housing	234
G6	Donated Articles	166
<b>NUTRITION</b>		
H5	Gardening	2,058
H10	Supplemental Nutrition Assistance Program (SNAP) Outreach	11,103
H11	Food Assistance	22
<b>LINKAGES</b>		
E4	Vehicle Program	10
K1	Information & Referral	22,726
K2	Outreach	32,342
K3	Public Education, Information, and Advocacy	115,920
K4	Benefit Enrollment and Application Assistance	1,981
<b>SELF SUFFICIENCY</b>		
J1	Head Start	453
J2	Early Childhood Care & Education	22
J6	Child Care Resource Referral	301
J8	Parenting	885
M1	Self Sufficiency	3,769

## Success Story

Being a young parent without a high school diploma, a vehicle or a home can be so challenging that remaining positive and staying on track could seem impossible.

Taylor is a 20-year-old who is now six and a half months pregnant and has a three-year-old son named Trevor. She has already survived much adversity, and she remains positive even as she completely starts over. When Lakes and Pines staff first met Taylor, she was three months pregnant and lacked permanent housing. Working together with staff, Taylor established goals that she wanted to accomplish, and she has soared through all of them in three short months.

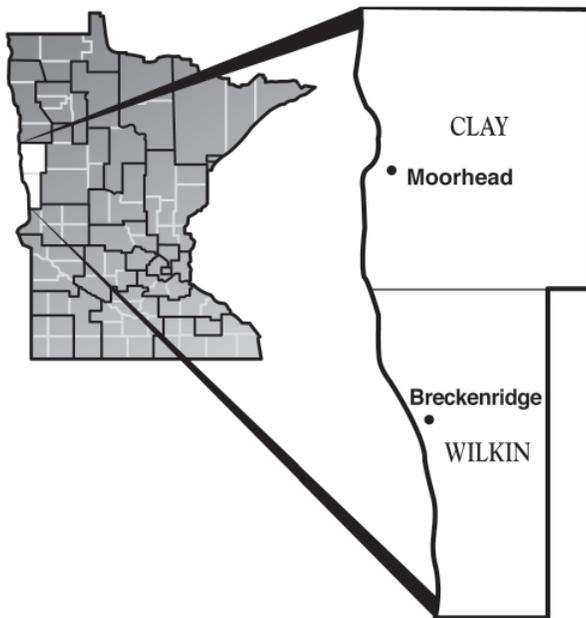
First, she wanted to get her GED (General Education Development). She had an 11th grade education and knew that a GED is one of the first steps towards her dream of attending college. In just two months, she had passed 3 of the 4 tests to obtain her GED.

Next, Taylor wanted to get her driver's license so she could be more independent. With the help of the workforce center, she enrolled in behind the wheel training and is now a licensed Minnesota driver.

Being homeless with children in Minnesota can be scary. Winter is harsh and children need stable housing to thrive. Taylor longed for a place of her own, even though she felt she was fortunate to be temporarily staying with her son's family. She recently signed a lease and with the support of Lakes and Pines programming and staff, she will be able to achieve more financial stability and independence while establishing a home for her family.

As all of us do, Taylor wants the best for her young family and is working diligently towards accomplishing her goals. She is living proof that if a person continues to try and welcomes support as it comes, nothing can stand in the way of achieving goals and self-sufficiency.

# Lakes and Prairies Community Action Partnership



Lori Schwartz  
Executive Director

715 - 11th Street North  
Suite 402  
Moorhead MN 56560

Phone: (218) 512-1500  
Email: [loriw@lakesandprairies.net](mailto:loriw@lakesandprairies.net)

Website: [www.lakesandprairies.net](http://www.lakesandprairies.net)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	69
Individuals who obtained care for a child or other dependent to reduce barriers to employment or to increase family stability for those unable to work.	3,351
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	725
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	2,573
Children who participated in preschool activities to develop school readiness.	304
Parents and other adults who learned and exhibited improved parenting skills.	507
Number of rides provided to low-income individuals and families.	567

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	593
Number of volunteer hours donated to the agency.	23,527
Community Partnerships	286



Program Activity	Number of People Served
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	42
M3 Tax Preparation Assistance	1,000
M4 Asset Development and Savings Programs	17
<b>EMERGENCY SERVICES</b>	
C10 Homeless Assistance	591
C11 Transitional Housing	26
G1 Emergency Family Services	279
G3 Abuse & Neglect	127
G6 Donated Articles	133
<b>NUTRITION</b>	
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	3,746
H11 Food Assistance	1,005
<b>LINKAGES</b>	
E3 Transportation Assistance	330
F1 Senior Oriented Services	314
K1 Information & Referral	14,530
K2 Outreach	2,246
K3 Public Education, Information, and Advocacy	17,392
K4 Benefit Enrollment and Application Assistance	1,537
K5 Leadership Development	19
<b>SELF SUFFICIENCY</b>	
J1 Head Start	304
J3 Child Care Administration	2,902
J6 Child Care Resource Referral	4,264
J8 Parenting	507
M1 Self Sufficiency	912

## Success Story

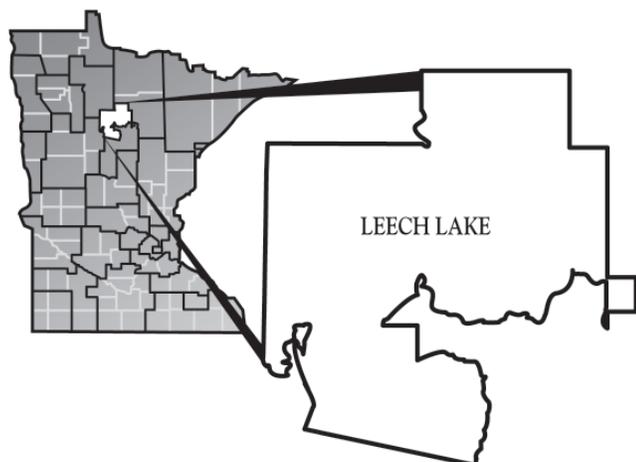
In recent years, the economy in our region has been booming with 24% growth in employment over the past decade. Employers across the area have struggled to hire employees with the skills necessary in this tight labor market. While the overall economy has been booming, the poverty rate continues to remain high at 15.9%. In an effort to strengthen the regional workforce and address the skills gap between available positions and qualified workers, Lakes & Prairies Community Action Partnership developed a collaborative workforce development program. One of the primary goals of this program is to “Develop a framework for financial self-sufficiency and upward mobility for workers in basic-skill jobs.” This project is a new and innovative way to build our workforce, while lifting the families in our community out of poverty and providing them with family sustaining wage employment.

Lakes & Prairies has developed a formal partnership with Minnesota State Community and Technical College, (M-State) to provide Certified Welding Training. Careers in Welding are in particular demand in our region, with a vacancy rate of 20% and a family sustaining wage of \$14.42 per hour on average. The program pairs the Certified Welding Training program, with a job coach that works with families along every step of the process to ensure that they are able to overcome their personal barriers to completing the training, and obtaining and maintaining employment.

The job coach provides connections to economic supports and supportive services and continues to provide support and to mentor each family for up to 18 months to ensure a successful transition to full-time employment. Our goal is to provide both the soft skills and technical training to empower participants to obtain and maintain family sustaining wage employment. Early outcomes of the program are promising and support for the program is widespread. Our goal is to continue to expand the program to other career areas in the future.

# Leech Lake Band of Ojibwe

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6530 US Highway 2 NorthWest  
Cass Lake, MN 56633

Phone: (218) 335-3769

Julie Casey  
CSBG Program Contact

Email: [Julie.casey@llbo.org](mailto:Julie.casey@llbo.org)

Website: [www.llojibwe.com](http://www.llojibwe.com)

The Leech Lake Reservation is located in north central Minnesota in the counties of Beltrami, Cass, Hubbard, and Itasca. The tribal headquarters is in Cass Lake, Minnesota. Located along US Highway 2, the reservation is southeast of Bemidji with Walker just outside on the southwest corner. Cass Lake is the largest community within the reservation. Eleven communities make up the reservation. In addition to Cass Lake, there are Ball Club, Bena, Inger, Onigum, Mission, Pennington, Smokey Point, Sugar Point, Oak Point, and Squaw Lake. Oak Point had previously been known as Squaw Point, but was renamed in 1995.

## History

In the 1600's, the Dakota Indians had communities at Leech Lake. The Ojibwe bands moved into the region during the mid-to-late 1700's. The first Ojibwe settlements were on small islands on Leech Lake. This area in north central Minnesota was the home of the Mississippi and Pillager Ojibwe bands. In 1847, treaties took sections on the southwest corner of their lands with the Mississippi and Pillager bands from the Menominee and Winnebago tribes that were to be moved from Wisconsin. The remaining land was ceded by treaty in 1855 that established the reservation. The 1864 Treaty expanded and consolidated the reservation in the area of the three lakes. The intent at that time was to have the other Minnesota Ojibwe bands move to the Leech Lake area. By 1867, the plan was changed and White Earth Reservation was created to be the home of all Ojibwe people. The area of the Leech Lake Reservation was reduced by executive orders however, in 1873 and 1874 added land.

With some 40 wild rice producing lakes, it has the largest natural wild rice production of any of the State's reservations. The Leech Lake Tribe holds the smallest percentage of its reservation of any of the state's tribes. County, state, and federal governments owned well over half of the original land. Of the 677,099 original acres, 212,000 acres are surface area of the three big lakes. Of the remaining 465,000 acres, other levels of government own 332,804 acres. The National Chippewa Forest has the largest portion of the land. Seventy-five percent of the National Forest is within the reservation. The Leech Lake Tribal Council is the governing body with their offices in Cass Lake and is a member of the Minnesota Chippewa Tribe. In the early 1990's, the Tribe contracted with the BIA to operate programs under self-governance procedures as one of the second groups of ten tribes allowed into the pilot project. The State is responsible for criminal and some civil jurisdiction over Indians on the reservation. The Leech Lake Tribe issues its own automobile license plates.

The smaller communities have facilities for community events and services such as medical clinics and programs for elders. The people have organized their own community councils to give a political voice to their concerns. Health services are provided at the IHS hospital and clinic in Cass Lake and clinics in the other communities.

Education and programs for children are provided by two tribally run childcare facilities, Head Start programs in seven communities and the K-12 Bug-O-Nay-Ge-Shig tribal school. The Tribe sponsors and provides funding for



## Program Activity

		Number of
<b>HOUSING</b>		
C3	Home Repair / Rehabilitation	4
C6	Rental Housing Assistance	9
<b>EMERGENCY SERVICES</b>		
B5	Energy Assistance	21
B8	Fuel Fund	3
G1	Emergency Family Services	63
<b>NUTRITION</b>		
H6	Home Delivered Meals	41,128
H7	Congregate Meals	25,327
<b>HEALTH</b>		
I1	Health Care Aid (Non-Financial)	54

the Leech Lake Tribal College that began in 1990. The college is located in Cass Lake and offers AA degrees with credits transferable to Bemidji State University and other higher education institutions.

In the first major hunting, fishing, and wild rice rights cases in Minnesota, the Tribe confirmed that it had the right to control these activities on the reservation. The State pays the Tribe for its restraint in using the reservation's resources. In addition, the State conservation officers are deputized by the Tribe to enforce tribal natural resource codes.

### Tribal Enterprises

The Tribe operates three gaming enterprises. The Palace Bingo & Casino in Cass Lake and Northern Lights Gaming Emporium four miles south of Walker, and White Oak Casino in Deer River. The casinos have made the Tribe the largest employer in Cass County.

For many years, the Tribe has operated the Che-wa-ka-e-gon complex comprising of a service station, the Che-We restaurant, a convenience store, and a gift shop. A nearby retail center, built by the Tribe, houses Indian-run business and provides incubator services until they are successful enough to go out on their own. A motel, restaurant, and marina were purchased by the Tribe and are now being run under a lease agreement as Shingobee Inn. The Tribe also has an Indian-run archaeology firm, the Leech Lake Archaeological Company.

## Success Story

Within the Leech Lake Elderly Nutrition Program service areas, there are several ailing elders as well as pre-elders due to diabetes, renal, and heart diseases. As a program manager I cannot seem to decide on only one individual that has benefited from the services that are provided by this program. The impact that the ENP workers and their services have had on many participants is admirable due to the opportunity this program gives to ailing individuals. The ability to successfully stay in their own homes with their families is a priceless reward and is more than any one person can take credit for. As a caring and concerned program several of our health challenged elders have been able to remain in their homes longer.

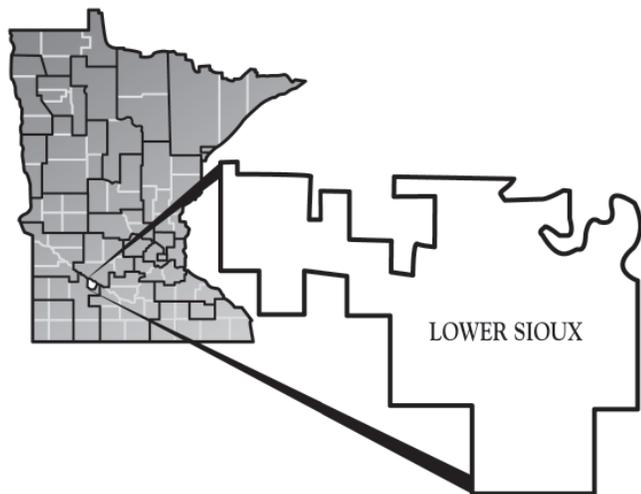
We also service several oxygen dependent elders as well as other home bound participants who are unable to leave their homes to visit so when our delivery workers distribute lunch meals they bring socialism with them. Many times these workers aid the elder with small tasks that may be too difficult for the elder to accomplish. This brings smiles and friendships that are life long standing and ever so fulfilling.

ENP works hand and hand with the local dialysis program, DaVita. Every day diet aware lunches are delivered to these participants so they are not burdened with preparing their own meals. Dialysis patients do not have the energy and sometimes, the knowledge or funds to cook an adequate meal to suit their plans.

I can go on for many moons telling about the wonderful moments that I have had the opportunity to be a part of and witness. As a program, we love our elders and to bring them the best service possible is a never ending goal. I, the program manager, would not want to work in any other circle of employment for this is not a job, it is a calling.

# Lower Sioux Indian Community

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39527 Reservation Highway 1  
P.O. Box 308  
Morton, MN 56270

Phone: (507) 697-6185

Loretta Dixon  
CSBG Program Contact

Email:  
[loretta.dixon@lowersioux.com](mailto:loretta.dixon@lowersioux.com)

Website: [www.lowersioux.com](http://www.lowersioux.com)

The Lower Sioux Indian Community is located on the south side of the Minnesota River at the site of the U.S. Indian Agency and the Bishop Whipple Mission, a part of the original reservation established in the 1851 Treaty. It is in Redwood County, two miles south of Morton and six miles east of Redwood Falls. Across the river is the Birch Coulee battle site of the 1862 Sioux War. The Community, for purposes of determining membership and qualifying for some services, has a service area 10 miles beyond the actual trust lands.

The Lower Sioux Community Council is elected and operates under an IRA constitution. The State exercises criminal and some civil jurisdiction.



Program Activity		Number of People Served
<b>EDUCATION</b>		
L5	GED, ABE, and Educational Services	25
<b>NUTRITION</b>		
H6	Home Delivered Meals	25
<b>SELF SUFFICIENCY</b>		
J7	Youth Recreation	225

## Success Story

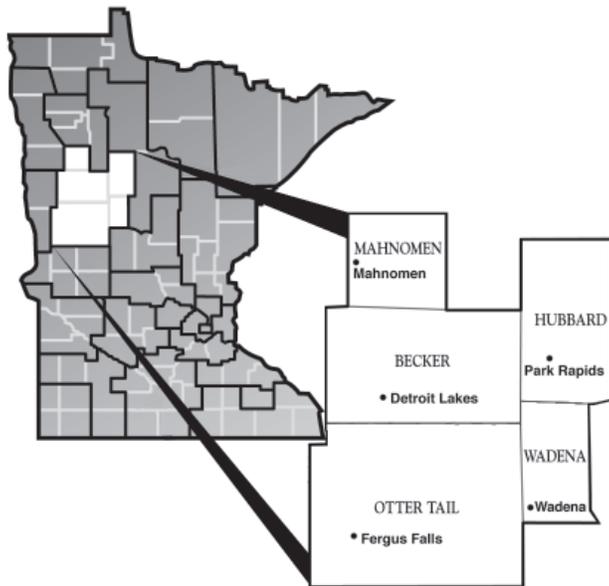
### After School Tutoring

The Lower Sioux Indian Community provides tutoring services for school aged children after school at the Community's Recreation Building. Services are available in a room free of distractions with a large work space every week during the scheduled tutoring times. Children are assisted with their weekly homework assignments and any additional academic support they may need. Children ages 6-18 participate in the after-school tutoring program. On average 10-12 students utilize tutoring each week.

### GED Preparation Support

The Lower Sioux Indian Community provides a quiet space and computers for people studying for the GED test. Individuals ages 17 and older who are interested in pursuing a GED Certificate can study and prepare on computers equipped with Internet access and used for GED test preparation. Last year, there were ten people who received their GED Certificate after being out of school for over a year. With this certification, they now have the opportunity to pursue advanced employment opportunities or post-secondary education.

# Mahube-Otwa Community Action Partnership



Liz Kuoppala  
Executive Director

1125 West River Road  
PO Box 747  
Detroit Lakes, MN 56502-0747

Phone: (218) 847-1385  
Email: [lkuoppala@mahube.org](mailto:lkuoppala@mahube.org)

Website: [www.mahube.org](http://www.mahube.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	86
Individuals who obtained care for a child or other dependent to reduce barriers to employment or to increase family stability for those unable to work.	1,089
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	1,685
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	9,476
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	13,398
Individuals who received emergency car or home repair.	296
Children who participated in preschool activities to develop school readiness.	187
Parents and other adults who learned and exhibited improved parenting skills.	487

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	1,363
Number of volunteer hours donated to the agency.	85,986
Community Partnerships	823

Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D9 Employment and Training Services	14
<b>EDUCATION</b>	
L5 GED, ABE, and Educational Services	20
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	118
M3 Tax Preparation Assistance	3,590
M4 Asset Development/Savings Programs	25
<b>HOUSING</b>	
B1 Weatherization	588
B7 Energy Related Repairs	720
B9 Energy Conservation Services	173
C6 Rental Housing Assistance	1,265
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	15,449
B6 Energy Crisis	5,438
B8 Fuel Fund	83
C10 Homeless Assistance	826
C11 Transitional Housing	25
G1 Emergency Family Services	161
G3 Abuse & Neglect	11
G6 Donated Articles	1,500
G8 Crisis Intervention	122
<b>NUTRITION</b>	
H3 Holiday Projects	1,652
H4 Women, Infants, Children (WIC)	356
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	1,598
H11 Food Assistance	50
<b>LINKAGES</b>	
E3 Transportation Assistance	181
E5 Transportation Safety Programs	2,059
F1 Senior Oriented Services	102
F3 Chore Services	123
F5 Retired Senior Vol (RSVP)	705
K1 Information & Referral	44,550
K2 Outreach	7,000
K3 Public Education, Information, Advocacy	2,500
K4 Benefit Enrollment/Application Assist.	60
K5 Leadership Development	2
<b>SELF SUFFICIENCY</b>	
J1 Head Start	547
J4 At Risk Youth	51
J6 Child Care Resource Referral	696
J8 Parenting	487
J9 Fatherhood Initiative	514
J10 Crisis Nursery	7
M1 Self Sufficiency	95
<b>HEALTH</b>	
I3 Family Planning	858

## Success Story

Mahube-Otwa housing staff encounters more grandparent caregivers who have custody of their grandchildren. This situation requires older caregivers to adapt to new and unfamiliar daily living experiences.

One year ago, a Native American grandmother, an enrolled member of the White Earth Tribe, came to our Wadena office seeking housing assistance. Grandma Jane had received custody of her two young grandsons, both with significant special needs. One suffered from Autism Spectrum Disorder and the other had Fetal Alcohol Syndrome. She had been living with a boyfriend who could not adjust to having the two grandsons live with them. The boyfriend "evicted" her from their rental home. She was given 24 hours to vacate the premises with her grandsons. She had absolutely no idea what to do. She requested assistance from a family friend who allowed them to move to her home temporarily. All three slept in one room, with the boys sleeping on the floor. Fortunately, Grandma Jane was referred to our Wadena office, since she lived in the Wadena community.

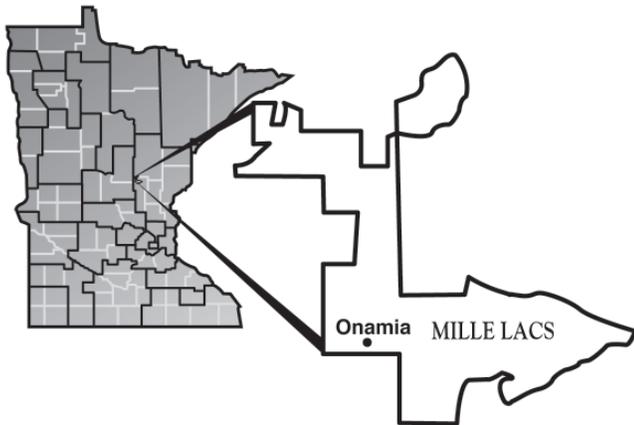
The housing case worker assessed the situation with Grandma Jane. She wanted to continue to live in Wadena because the boys were already enrolled in school. The teachers were familiar with the needs of each boy, they were developing Individual Education Plans (IEPs), and they felt connected to the Wadena School.

Grandma Jane was on a fixed income, receiving social security disability due to her own mental health diagnosis. She received MFIP for the two boys from County Human Services. Grandma Jane had no ability to earn more money to pay for a market rate rental unit.

By working with the Housing Case Worker, the family was able to find a rental house in Wadena that would meet their needs. She was then enrolled in the Mahube-Otwa Transitional Housing Program. The amount of rent she paid was 25% of her income, and Mahube-Otwa paid the balance of her rent. She applied for Energy Assistance and received help with winter heating costs. The housing case worker assisted her with her application for Section 8 housing vouchers. After six months, she was able to get to the top of the Section 8 waiting list and she has a permanent housing subsidy through the Wadena County HRA. Her new family is now living independently using Section 8 subsidy.

# Mille Lacs Band of Ojibwe Indians

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43408 Odena Drive  
Onamia, MN 56359

Phone: (320) 532-7586

Brenda Jindra  
CSBG Program Contact

Email:  
brenda.jindra@millelacsband.com

Website: [www.millelacsband.com](http://www.millelacsband.com)

The Mille Lacs Band of Ojibwe's Niigaan Program, a youth serving program through the tribe which serves all students Kindergarten through 12th grade throughout the Mille Lacs Band of Ojibwe's service areas, including 8 school districts, public and private. The goals of the program are to provide in-school and out-of-school time (OST) activities and structure that enhances opportunities within the community through cultural exposure, community projects, educational enrichment and Ojibwe language learning.

The CSBG funds allow the Niigaan program to fund incentive programs that reward participation, attendance, academic work and stewardship within in-school and OST. The Anang program, Anang meaning Star in Ojibwemowin, rewards school age children within Mille Lacs with the incentives of shoes, backpacks, and bikes for their efforts within the specific quarter. The efforts of rewarding the participants with supplies that can be crucial for self-confidence of the individual has been an amazing opportunity within the CSBG program.

Minnesota Community Action Grant funding provides equipment and supply for the adopt-a-park initiatives within the reservation districts, Niigaan youth choose areas to work on and provide updates or improvements to the area, as much as painting over graffiti, laying wood chips for foundation, lawn mowing service (program staff running the equipment). These initiatives shape the youth led ideals of the program participants as youth have identified informally as safe spaces, and safe, clean parks as a deterrent to community use. The program funding allows Mille Lacs Band of Ojibwe and Mille Lacs community youth to take a hold of their surroundings and ignite the passion of pride within the geographical spaces of their choosing.



Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D3 Youth Employment	20
D9 Employment and Training Services	20
<b>EDUCATION</b>	
L2 Literacy	405
L5 GED, ABE, and Educational Services	10
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	50
<b>NUTRITION</b>	
H3 Holiday Projects	405
H7 Congregate Meals	405
<b>LINKAGES</b>	
E3 Transportation Assistance	405
K2 Outreach	405
K3 Public Education, Information, and Advocacy	405
K5 Leadership Development	405
<b>SELF SUFFICIENCY</b>	
J4 At Risk Youth	405
J7 Youth Recreation	405
M1 Self Sufficiency	405

## Success Story

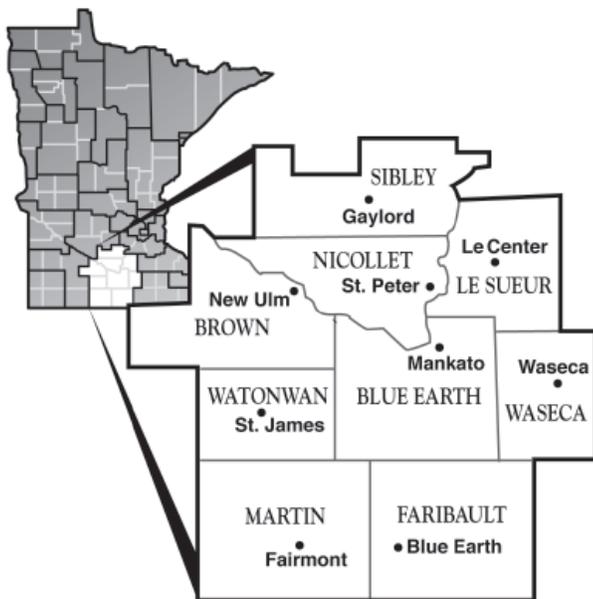
A gentleman who has shown great strides within the programs that the Mille Lacs Band of Ojibwe Niigaan program provides, Jeffrey Boyd, a 10th grader attending Minisinaakwaang Leadership Academy in East Lake, MN. Jeffrey started the academic year of 2015-16 with Aitkin public schools, and struggled with some of the social elements of senior high school. Jeffrey's family members sought support closer to home and activities that would be structured for individual and group success.

The summer brought opportunity to become a youth leader amongst his peers in the East Lake area, and with three older brothers employed within the Niigaan Program, that extra support to reinforce goal setting and financial self-sufficiency while also staying connected with the cultures of the area became a turning point for Mentor relationships to grow.

Jeffrey recently started a part time job at a local business, and with the guidance of Niigaan staff, went through mock interview questions as well as assistance with travel to and from his interview. The change in supports around Mr. Boyd, although only a portion of his current path, can be linked to the Niigaan program and the holistic approach Niigaan staff, and CSBG funding are able to support for young peoples in the area.

Although only a snapshot, some of these additional opportunities would not be possible without CSBG funding and the linkages it creates within north central Minnesota.

# Minnesota Valley Action Council



Amanda Mackie  
Executive Director

706 North Victory Drive  
Mankato, MN 56001

Phone: (507) 345-6822  
Email: amanda@mnavac.org

Website: [www.mnavac.org](http://www.mnavac.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	572
Individuals who completed ABE, GED, or post-secondary education programs and obtained a certificate or diploma.	181
Individuals who obtained access to reliable transportation and/or driver's license to reduce barriers to employment or to increase family stability for those unable to work.	1,135
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	535
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	17,406
Individuals who received emergency car or home repair.	458
Children who participated in preschool activities to develop school readiness.	570
Parents and other adults who learned and exhibited improved parenting skills.	492
Number of rides provided to low-income individuals and families.	13,450

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	448
Number of volunteer hours donated to the agency.	24,363
Community Partnerships	311



Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D3 Youth Employment	486
D6 Senior Employment Programs	66
D9 Employment and Training Services	498
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	27
M3 Tax Preparation Assistance	1,653
M4 Asset Development and Savings Programs	27
<b>HOUSING</b>	
B1 Weatherization	221
B7 Energy Related Repairs	458
C1 Housing Grants & Loans	51
C3 Home Repair / Rehabilitation	53
C5 Small Cities Development (SCDP)	75
C6 Rental Housing Assistance	369
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	10,194
B6 Energy Crisis	2,534
B8 Fuel Fund	110
C10 Homeless Assistance	1,007
<b>NUTRITION</b>	
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	78
<b>LINKAGES</b>	
E1 Transportation System	1,375
E3 Transportation Assistance	432
K1 Information & Referral	46,670
K2 Outreach	15,692
K3 Public Education, Information, and Advocacy	923
<b>SELF SUFFICIENCY</b>	
J1 Head Start	647
J2 Early Childhood Care & Education	647
J6 Child Care Resource Referral	647
J8 Parenting	647
J9 Fatherhood Initiative	647
M1 Self Sufficiency	1,008

## Success Story

Hunter is 23 years old. While he was a student at Cleveland Public Schools, he worked with the Technology Coordinator through the Minnesota Valley Action Council (MVAC) Youth Summer Work Program for two summers.

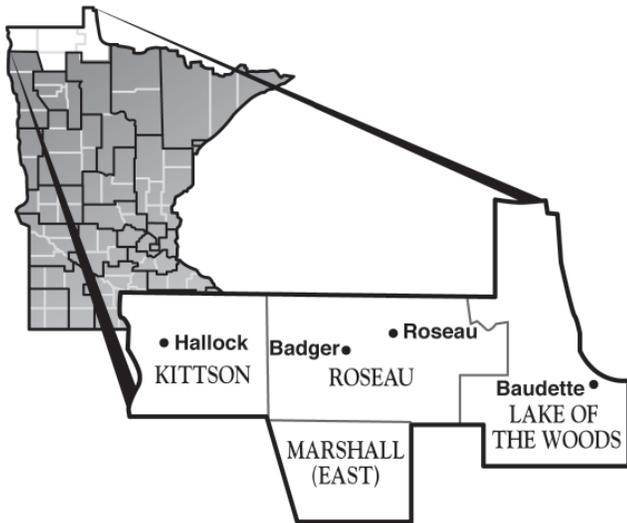
Today, Hunter is the Cleveland Public Schools District Technology Coordinator. He says the program provided an once-in-a-lifetime opportunity to gain invaluable experience in a field he was passionate about pursuing a career in while giving him the chance to build professional relationships that he maintains to this day. In addition to paying his wages for working at the school, MVAC also taught him how to conduct himself in a job interview, build an effective resume, and how to use job posting sites. He credits a lot of the success in his life and career to those experiences with the MVAC Youth Summer Work Program.

Hunter partners with MVAC to coordinate the Youth Summer Program at Cleveland. He says, "It is an amazing privilege and honor to continue to be a part of this life changing, door opening work for young ambitious men and women."

Mason just graduated from Cleveland and had been working with Hunter during the school year as a student in the tech dept. Mason was not interested in attending college or pursuing any post-secondary education when he first started working. Over the school year they would talk and Hunter would tell him about all of the career opportunities he was missing out on by not pursuing any type of schooling or training past high school. By the end of his time working with Hunter and MVAC, Mason underwent a complete 180 and is now enrolled in South Central College in Mankato pursuing a degree in computers, just as Hunter had before him.

Hunter says "It is hard for me to express how influential and beneficial this program has been for Mason and me. It's a safe assumption to say that I wouldn't be where I am in my life if it wasn't for MVAC and those summers working at the school, and now thanks to MVAC the same can be said for Mason."

# Northwest Community Action



Randy Nordin  
Executive Director

312 North Main Street  
Badger, MN 56714

Phone: (218) 528-3258  
Email: [ranordin@nwcaa.org](mailto:ranordin@nwcaa.org)

Website: [www.nwcaa.org](http://www.nwcaa.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	33
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	357
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	67
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	2,922
Individuals who received emergency car or home repair.	219
Children who participated in preschool activities to develop school readiness.	299
Parents and other adults who learned and exhibited improved parenting skills.	381

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	550
Number of volunteer hours donated to the agency.	56,338
Community Partnerships	541



Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
A1 Community Development	19
<b>EDUCATION</b>	
L3 English / Second Language (ESL)	2
L5 GED, ABE, and Educational Services	11
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	368
M3 Tax Preparation Assistance	338
M4 Asset Development and Savings Programs	9
<b>HOUSING</b>	
B1 Weatherization	53
B7 Energy Related Repairs	219
B9 Energy Conservation Services	213
C1 Housing Grants & Loans	3
C5 Small Cities Development (SCDP)	35
C9 Community Homeownership Ed	48
C12 Low-Income Housing Development & Stabilization	57
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	2,922
B6 Energy Crisis	945
B8 Fuel Fund	351
C10 Homeless Assistance	226
C11 Transitional Housing	12
G1 Emergency Family Services	122
G6 Donated Articles	300
G8 Crisis Intervention	55
<b>NUTRITION</b>	
H3 Holiday Projects	602
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	2,400
H11 Food Assistance	150
<b>LINKAGES</b>	
E3 Transportation Assistance	214
E5 Transportation Safety Programs	299
K1 Information & Referral	1,575
K2 Outreach	3,225
K3 Public Education, Information, and Advocacy	68,653
K4 Benefit Enrollment and Application Assistance	192
<b>SELF SUFFICIENCY</b>	
J1 Head Start	299
J2 Early Childhood Care & Education	27
J4 At Risk Youth	126
J7 Youth Recreation	126
M1 Self Sufficiency	273
<b>HEALTH</b>	
I2 Health Care Aid (Financial)	207

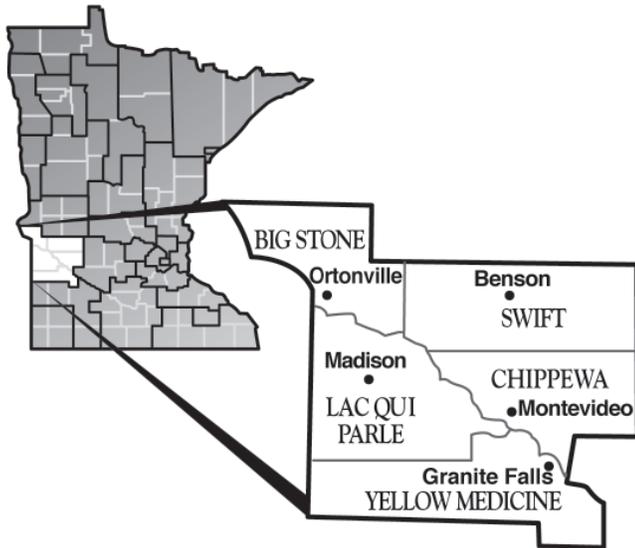
## Success Story

Imagine being a young 20-year-old female, single, and mother of two small children living in a small mobile home with six other people. No license, never had a job, father of the two children in jail, started using meth at the age of twelve, and the list goes on and on. Ashley's oldest child had just been enrolled in the Early Head Start Program. The teacher realized very quickly that there were some real concerns with the living and family situation. She asked that the family service department to make a home visit. When we arrived at the mobile home, the situation was out of control. First and foremost we knew the first thing that had to be done was to get Ashley and her children into a place of their own. This proved to not be an easy task. Ashley had lived in several other places, and had left them with either owing money, or in need of repairs following her eviction. Fortunately, Ashley did not have a felony, so we were able to complete an application for a HUD voucher.

After a lot of work, we were able to find an apartment manager who would take Ashley, but only if we guaranteed that we would be working with her. At the same time we found the apartment, our housing authority had to put a hold on all new HUD vouchers because of lack of money. At that time we decided to put Ashley into our transitional program. This meant helping her with the deposits, rent, and intense case management. We worked closely with the Social Service to help get her back on MFIP (she was sanctioned), food support, and medical insurance. We also got Ashley signed up with the work force center. We worked with churches, community organizations, Salvation Army, etc. to get Ashley the items she needed to move into an apartment.

We continue to work very closely with Ashley. Has there been a number of road blocks? Definitely yes. Ashley has come a long way. She found a part time job close to her home. She is able to walk to work. We got her on the list for day care assistance. Each week, I can see an improvement in Ashley. She has become much more talkative, and more willing to work out each issue that comes at her. Just this past week, we received word from the Housing Authority that Ashley will be able to receive HUD assistance beginning in December. Because of all the obstacles that have come before her, we are going to continue to do case management with Ashley.

# Prairie Five Community Action Council



Debra Larson  
Executive Director

719 North 7th Street  
Montevideo, MN 56265-0159

Phone: (320) 269-6578  
Email: [deb.larson@prairiefive.org](mailto:deb.larson@prairiefive.org)

Web Site: [www.prairiefive.com](http://www.prairiefive.com)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who obtained access to reliable transportation and/or driver's license to reduce barriers to employment or to increase family stability for those unable to work.	779
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	75
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	3,116
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	1,952
Individuals who received emergency car or home repair.	494
Children who participated in preschool activities to develop school readiness.	236
Number of rides provided to low-income individuals and families.	75,410

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	849
Number of volunteer hours donated to the agency.	50,922
Community Partnerships	166

Program Activity	Number of People Served
<b>EDUCATION</b>	
L2 Literacy	11
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	181
M3 Tax Preparation Assistance	507
<b>HOUSING</b>	
B1 Weatherization	157
B7 Energy Related Repairs	494
B9 Energy Conservation Services	69
C1 Housing Grants & Loans	4
C5 Small Cities Development (SCDP)	36
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	4,346
B6 Energy Crisis	1,336
B8 Fuel Fund	186
C10 Homeless Assistance	342
C11 Transitional Housing	2
G3 Abuse & Neglect	12
G6 Donated Articles	19,517
G8 Crisis Intervention	491
<b>NUTRITION</b>	
H3 Holiday Projects	1,059
H6 Home Delivered Meals	429
H7 Congregate Meals	1,744
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	6,699
H11 Food Assistance	13,561
<b>LINKAGES</b>	
E1 Transportation System	134,515
E3 Transportation Assistance	75,410
F1 Senior Oriented Services	3,388
F6 Senior Companion / Foster Grandparent	4
K1 Information & Referral	18,296
K2 Outreach	8,801
K3 Public Education, Information, and Advocacy	51,281
K4 Benefit Enrollment and Application Assistance	11
<b>SELF SUFFICIENCY</b>	
J1 Head Start	242
J2 Early Childhood Care & Education	61
J6 Child Care Resource Referral	4,344
J8 Parenting	86
J9 Fatherhood Initiative	44

## Success Story

Prairie Five's housing rehabilitation program was able to help a single woman in one of our small communities with her housing repairs using the Minnesota Housing Finance Agency's Rehabilitation Loan.

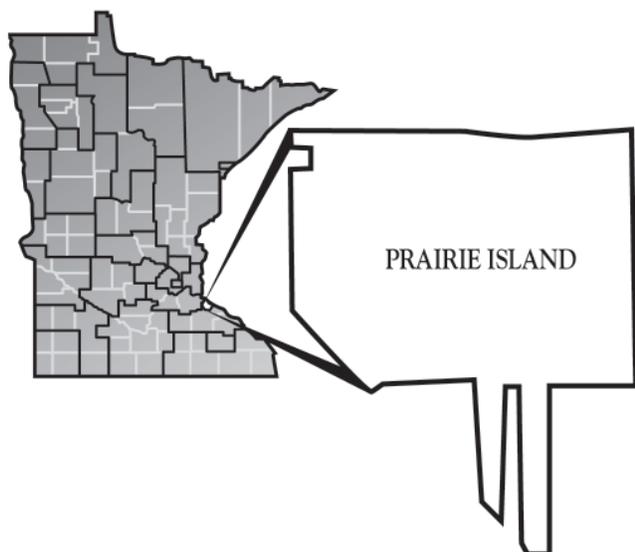
Her income was quite low so she was not able to contribute anything to the repairs. The Rehabilitation Loan is a deferred loan, so she doesn't have payments and it will be forgiven in 15 years.

Her home needed many repairs including roofing, siding, windows, doors, plumbing and electrical repairs. The roof had a tarp on it to keep out the rain, the electrical wires were exposed, and she only had one escape route from the house in an emergency. She would not have been able to stay in her home without the repairs. When we received the bids, we were short about \$2,000 to complete all of the work. Her adult children were so excited that we would help their mother, they felt they could each afford to put a small amount of money toward the project so that everything could be completed.

One obstacle we did encounter was that she could not speak or understand English very well. With the help of our energy assistance coordinator who speaks Spanish and the woman's children, we were able to make things work out well so she could understand the process. We also got her on Energy Assistance. She has stopped in our office several times since the work has been completed to thank us and always has a "God Bless You" for everyone that helped her.

# Prairie Island Indian Community

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5636 Sturgeon Lake Road  
Welch, MN 55089

Phone: (651) 385-4117

Website: [www.prairieisland.org](http://www.prairieisland.org)

The Prairie Island Indian Community is located on an island in the Mississippi River 14 miles north of Red Wing and 30 miles southeast of St. Paul. The tribal headquarters is located near Welch, Minnesota and has members mainly of the Mdewakanton Band.

## History

The Mdewakanton, “those who were born of the waters,” have lived on Prairie Island for countless generations. This land, with the wooded shores of the Mississippi and Vermillion Rivers embracing a broad and fruitful prairie, is a spiritual place for our people. The medicine gatherers came here hundreds of years ago and come here still to pick medicines to heal our people, body and spirit. Traditional cultural and spiritual ceremonies are filled with color and dance. The spirit is alive.

Although the rich tribal heritage lives on, an unfortunate series of historical events contributed to great suffering - primarily from the impact of European settlers and the subsequent imposition of government treaties. Many families were faced with countless injustices, forced into poverty, war and imprisonment, and eventually evicted from the Prairie Island territory.

However, hope inspired some families to return to Prairie Island to buy back small parcels of their ancestral home. In 1936, nearly 50 years later, the federal government officially recognized this area as a reservation, awarding them 534 acres. Although poverty was still prevalent, the culture of home was redefining itself. The seeds of self-sufficiency were once again being planted in these sacred grounds.

Economic revival began taking root in 1984 when Treasure Island Bingo opened, and subsequently in 1988 when gaming was expanded - known today as Treasure Island Resort & Casino.

For many years the Prairie Island Indian Community received Community Action grants to help provide for their people. As their tribal casino grew, the ability of the Prairie Island Indian Community to provide for itself also has grown. Tribal gaming has resulted in economic self-sufficiency for the tribe. In turn, this has allowed the tribe to supply quality health care, paved roads, sanitary water and sewer, educational opportunities and employment to tribal members. In addition, the tribe provides their members with support from many of the same programs that the



Community Action grants were designed.

As the tribe became more self-sufficient, the Community Action grants were primarily used for American Indians from other tribes living in the area. At this time, the Prairie Island Indian Community, while eligible for Community Action funding, has chosen to decline an annual grant so that the grants of other tribal governments would be larger.

The Prairie Island Indian Community employs more than 1,600 people in rural Minnesota, with an annual payroll of \$45 million. Employees receive benefits, which include: comprehensive health and dental, 401(k), life insurance and employee assistance programs. The positive impact of the tribe's economic development is evident throughout Minnesota. The tribe's casino, Treasure Island Resort & Casino, is the largest employer in Goodhue County and is credited with reducing welfare by 67% in Goodhue County alone.

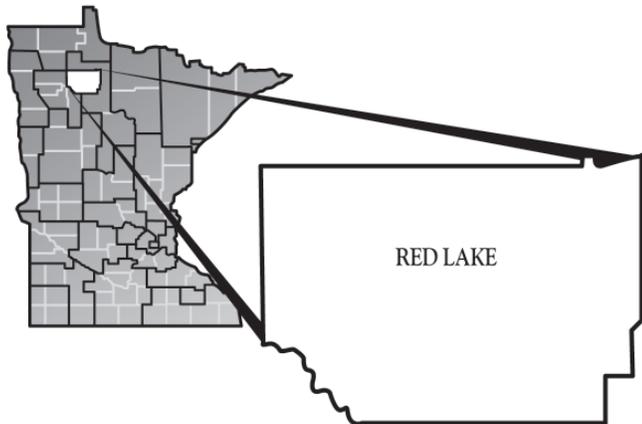
### **Prairie Island Indian Community Tribal Giving**

The Prairie Island Indian Community is once again able to share with others. For years, the tribe lived in abject poverty and as such they understand need. Now, the tribe regularly makes donations to area food shelves, senior dining programs, homeless shelters, transitional housing agencies and many others. The purpose of Community Action grants is to help eliminate the cycle of poverty. The tribe shares this goal and is now able to help others do the same.

Funding for tribal government is made possible through the community's gaming efforts. Tribal government gaming has allowed Prairie Island to reinvigorate the traditional Indian custom of sharing, contributing millions of dollars and support to surrounding communities and organizations year after year. Since 1994, the Prairie Island Indian Community has donated more than \$15 million to many Indian and non-Indian causes.

# Red Lake Band of Chippewa Indians

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PO Box 190  
Red Lake, Minnesota 56671

Gerry Graves  
CSBG Program Contact

Phone: (218) 679-3336

Email:  
[gerry.graves@redlakenation.org](mailto:gerry.graves@redlakenation.org)

The Red Lake Reservation is located in the northern Minnesota almost totally within Beltrami County with a small portion in Clearwater County. The Red Lake "line" is about 25 miles north of Bemidji. The land, slightly rolling and heavily wooded, has many lakes, swamps, peat bogs, and prairies. Land to the west is suitable for farming.

The tribal government has full sovereignty over the reservation, subject only to the federal government. Red Lake, because of its unique status is often referred to as a "closed" reservation. Because the land is held in common, few non-members live at Red Lake. The Tribe has the right to limit who can visit or live on the reservation. The Red Lake Nation is exempt from Public Law 280; consequently the state courts or government has no jurisdiction at Red Lake. Laws are made by the Tribal Council and enforced by the Tribal Council and Federal Courts.

In 1918 the Red Lake General Council Constitution was established. In 1958 a revised Constitution and By-laws was adopted by the members of Red Lake Nation, followed by the first secret ballot election of Tribal Government in 1959.

An eleven member Tribal Council, three officers elected at large and eight council members, two from each of the four communities, governs the Red Lake Band. Seven Hereditary Chiefs, descendants from those who negotiated the 1889 Land Agreement, serve for life in an advisory capacity to the Tribal Council. In 1997, the Tribe began administering its own programs under a Self-Governance Contract with the BIA. Red Lake is not a member of the Minnesota Chippewa Tribe (MCT).

*This information was provided by the MN Indian Affairs Council ([www.indianaffairs.state.mn.us/tribes.html](http://www.indianaffairs.state.mn.us/tribes.html)).*



## *Success Story*

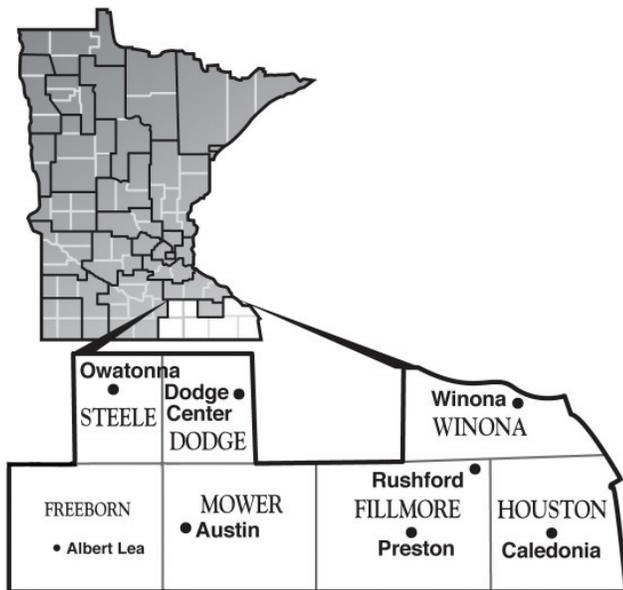
### Elderly Nutrition Program

The Elderly Nutrition Program provides meals to elders through congregating dining and meals on wheels home delivery. The program targets low-income elders who are 55 years of age and older, and who do not possess the means to meet their basic nutritional needs. Elderly nutrition sites are located in Red Lake and Ponemah.

The program incorporates native cultural food items. Each participant receives a balanced meal consisting of protein, complex carbohydrates, unsaturated oils, vegetables and/or fruits. Consuming a diet that is nutritionally balanced aids in controlling weight and reducing the risk for developing chronic health ailments, such as heart disease, diabetes, obesity, and kidney disorders. This program provides essential nutritional services, and ensures that participants receive at least one balanced meal a day.

### Boys and Girls Club Program

Through a partnership with the Boys and Girls Club program, Community Action funding supports a variety of opportunities for youth in the community. Programs, like SMART Moves, SMART Kids, and SMART Girls, are available to 50 youth ages 6 to 12. Programs focus on positive youth development, self-awareness, interpersonal skills, decision making, and life skills.



Wayne D. Stenberg  
Executive Director

204 South Elm Street  
PO Box 549  
Rushford, MN 55971

Phone: (507) 864-7741  
Email: wayne.stenberg@semcac.org

Website: [www.semcac.org](http://www.semcac.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who obtained care for a child or other dependent to reduce barriers to employment or to increase family stability for those unable to work.	329
Individuals who obtained access to reliable transportation and/or driver's license to reduce barriers to employment or to increase family stability for those unable to work.	194
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	275
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	2,698
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	4,639
Individuals who averted foreclosure and maintained their home.	11
Individuals who received emergency car or home repair.	314
Children who participated in preschool activities to develop school readiness.	269
Parents and other adults who learned and exhibited improved parenting skills.	161
Number of rides provided to low-income individuals and families.	43,039

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	1,820
Number of volunteer hours donated to the agency.	271,404
Community Partnerships	1,126



Program Activity	Number of People Served
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	1,161
<b>HOUSING</b>	
B1 Weatherization	1,605
B7 Energy Related Repairs	514
B9 Energy Conservation Services FY14 was 308, 123, 123	426
C1 Housing Grants & Loans	25
C5 Small Cities Development (SCDP)	10
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	14,566
B6 Energy Crisis	3,795
C10 Homeless Assistance	556
G1 Emergency Family Services	741
G6 Donated Articles	579
G8 Crisis Intervention	605
<b>NUTRITION</b>	
H3 Holiday Projects	2,560
H6 Home Delivered Meals	671
H7 Congregate Meals	4,871
H11 Food Assistance	4,266
<b>LINKAGES</b>	
E1 Transportation System	59,375
E3 Transportation Assistance	748
F1 Senior Oriented Services	540
K1 Information & Referral	26,332
K2 Outreach	51,429
K3 Public Education, Information, and Advocacy	142,920
K4 Benefit Enrollment and Application Assistance	780
<b>SELF SUFFICIENCY</b>	
J1 Head Start	976
<b>HEALTH</b>	
I3 Family Planning	1,368

## Success Story

Semcac Senior Nutrition has operated in Freeborn County since 1973. Senior Nutrition efforts strive to empower, support and improve the quality of life for seniors by encompassing personal wellbeing, health and independence. The Senior Dining program fosters healthy and nutritious dining in a congregate setting.

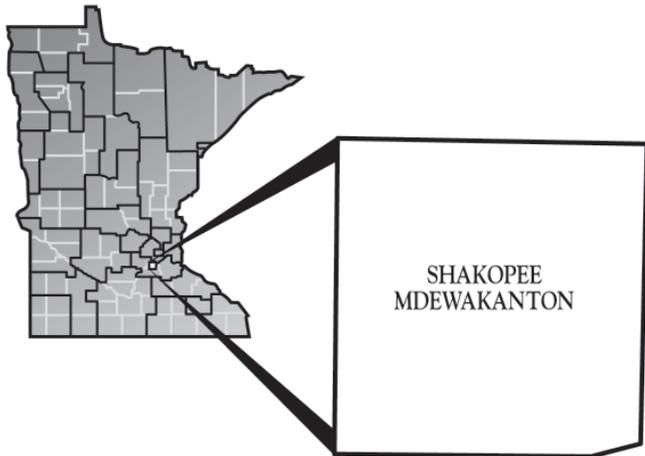
Merlene Behle is a new diner in the congregate program. She tells staff that she intentionally moved to this particular senior living facility, Senior Towers, just to be able to walk downstairs and have a meal with others. She also says that she loves not having to cook for herself and that the meals are wonderful. Ms. Behle was a Home Economics graduate from the University of MN and she says, "I know nutrition." Her first contact with Semcac Senior Dining was when she was working at the Albert Lea Tribune, several years ago. At that time, she realized she wanted to participate in the program. Ms. Behle is just one of thousands who benefit greatly from the good nutrition and social interaction of this program.

Where Ms. Behle lives, there is a hot, balanced meal served weekdays at 11:30am. Senior Towers is located in Albert Lea, Minnesota. Diners are age 60 and older and a donation is suggested (not required). This program also allows seniors to order extra meals for weekends and holidays. This kitchen prepares upwards of 200 meals, daily; meals are also prepared, here, for Meals on Wheels deliveries and another congregate site.

There are other aspects of the dining experience that Ms. Behle, and other diners, can enjoy and benefit from as well. Many days there are educational sessions or special entertainment. This is organized by the site manager, Dixie, who has been working at this dining site for fourteen years. The program staff also pre-screen for the SNAP (Supplemental Nutrition Assistance Program) program at the dining sites, and inform eligible seniors of next steps. (EBT cards are an accepted form of payment/donation for meals.)

# Shakopee Mdewakanton Sioux Community

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2330 Sioux Trail  
Prior Lake, MN 55372

Phone: (952) 496-6192

Website: [www.shakopedakota.org](http://www.shakopedakota.org)

The Shakopee Mdewakanton Sioux Community (SMSC) is a federally recognized, sovereign Indian tribe located southwest of the Twin Cities of Minneapolis and St. Paul, Minnesota. The SMSC provides services for its members in the areas of health, education, and general welfare. With a focus on being a good neighbor, good steward of the earth, and a good employer, the SMSC is committed to community partnerships, charitable donations, a healthy environment, and a strong economy.

The Shakopee Mdewakanton Sioux Community (SMSC) is dedicated to being a good neighbor and a good relative. This Dakota cultural tradition to help others who are less fortunate was passed down through the generations and today is exemplified through a wide variety of services and programs which are offered for the more than 4,200 employees and Community members. The SMSC and its enterprises are the largest employer in Scott County.

Some services are also provided at no cost to Native Americans living in the service area which is Scott County. Services provided fall into these categories: Children and Family Services, education, mental health, employee assistance, emergency, and dental and health services

## **Social Services, Education, and Mental Health**

The SMSC Children and Family Services Department provides information, referral, case management, parenting education, support groups, child care subsidies, home visits, loaner car seats, prenatal and new baby information, a Giving Tree program, and emergency gas vouchers.

The SMSC NETWORKS Employee Assistance and Mental Health programs provide mental health care, employee assistance, smoking cessation classes, support groups, counseling, referral, and chemical dependency services for employees, Community members, and Native Americans living in Scott County.

The SMSC Education Department conducts tutoring, student support services, an internship program, a summer youth work program, a higher education program, and Young Native Pride programs for Community members. It also runs the Johnson O'Malley program, a federal program providing educational support to schools with Native American youth and administers a supplemental BIA Higher Ed and Adult Vocational and Training Grant.



## Emergency Services

Mdewakanton Emergency Services provides ambulance, fire, and paramedic care on the reservation. They also work with area fire departments to provide mutual aid when requested. With a response time of two minutes anywhere on the reservation to the more than 200 calls a month, the full-time professional department stays very busy. Sixty ambulance transports are made each month to area hospitals.

In an effort to help save lives, the SMSC donates Automatic External Defibrillators (AEDs) to organizations across the state through a program called Mdewakanton LIFE. A joint program with the State of Minnesota provided 200 defibrillators to Minnesota State Patrol cars over a three-year period for rural officers who are often first responders at automobile accidents. Through Mdewakanton LIFE, the SMSC has donated a total of more than 789 AEDs to charitable organizations, schools, government entities, and tribes. The Mdewakanton LIFE Program has recorded 23 documented lives saved.

## Health and Dental Services

The SMSC has a health and dental clinic providing no-charge services to Community members, employees, and Native Americans who live in Scott County. The Health Department also runs a hepatitis clinic, flu shot clinics, diabetes and other wellness programs in addition to thousands of patient visits each year. A free annual Native American wellness conference also attracts participants from across the region. Participants learn about living well with chronic illness through a combined western and traditional Indian approach to wellness. For more than twenty years, the SMSC has sponsored blood drives each year.

In recent years the SMSC has increased its health care offerings. An urgent care clinic at Mystic Lake Casino Hotel provides health care for gaming employees. A pharmacy provides reduced cost prescriptions. A Vision Clinic provides eye exams and services for eyeglasses and contact lenses. A Physical Therapy and Chiropractic Clinic provides services at no charge to employees and members. A Mobile Clinic provides mobile mammography and cancer screenings, a diabetes clinic, dental care, and other services to reservation and urban Indian communities. The Mobile Clinic is also equipped to serve as an Incident Command Center in the event of an emergency.

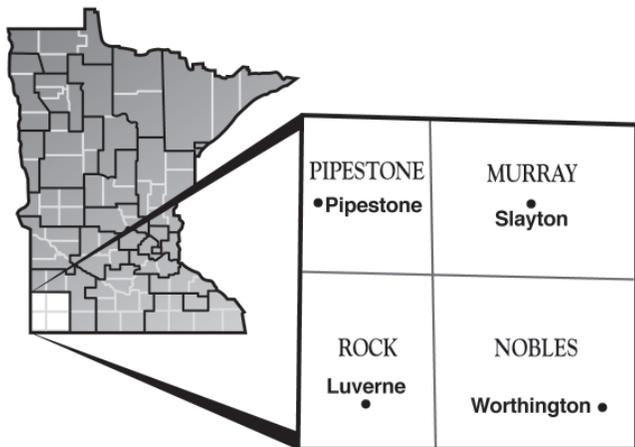
## Shakopee Mdewakanton Sioux Community Donates Over \$290 Million in Recent Years

The Shakopee Mdewakanton Sioux Community has a charitable giving program which comes from a cultural and social tradition to assist those in need. Over the past 20+ years, SMSC has donated more than \$290 million to charitable organizations and Indian Tribes.

The SMSC utilizes its financial resources from gaming and non-gaming enterprises to pay for all of the internal infrastructure of the Tribe, including but not limited to roads, water and sewer systems, emergency services, and essential services to its Tribal members in education, health, and welfare.

The Shakopee Mdewakanton Sioux Community, a federally recognized Indian Tribe in Minnesota, is the owner and operator of Mystic Lake Casino Hotel, Little Six Casino, Playworks, Dakotah! Sport and Fitness, The Meadows at Mystic Lake, and other enterprises on a reservation south of the Twin Cities.

# Southwestern Minnesota Opportunity Council



Neal W. Steffl  
Executive Director/CEO

1106 Third Avenue  
Worthington, MN 56187

Phone: (507) 376-4195

Email: [nsteffl@smoc.us](mailto:nsteffl@smoc.us)

Website: [www.smoc.us](http://www.smoc.us)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who obtained access to reliable transportation and/or driver's license to reduce barriers to employment or to increase family stability for those unable to work.	31,916
Individuals who obtained health care services to reduce barriers to employment or to increase family stability for those unable to work.	197
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	1,667
Children who participated in preschool activities to develop school readiness.	448
Parents and other adults who learned and exhibited improved parenting skills.	182
Number of rides provided to low-income individuals and families.	23,358

### Number of rides provided to low-income individuals and families.

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	280
Number of volunteer hours donated to the agency.	26,913
Community Partnerships	194



Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D6 Senior Employment Programs	34
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	23
<b>HOUSING</b>	
B1 Weatherization	70
B7 Energy Related Repairs	190
C1 Housing Grants & Loans	19
C5 Small Cities Development (SCDP)	79
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	4,024
B6 Energy Crisis	466
B8 Fuel Fund	16
<b>LINKAGES</b>	
E1 Transportation System	31,916
F3 Chore Services	75
K1 Information & Referral	4,019
<b>SELF SUFFICIENCY</b>	
J1 Head Start	214
J6 Child Care Resource Referral	2,132
<b>HEALTH</b>	
I3 Family Planning	553

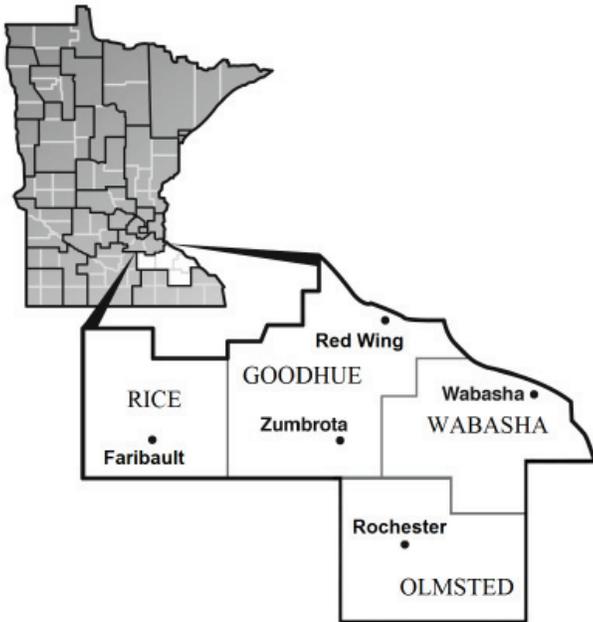
## Success Story

“Jane” is a homeless single mother who was living in a shelter with her young son when she contacted our agency to get help with housing. Jane was working part-time, and was receiving food benefits from the Supplementary Nutrition Assistance Program (SNAP), transportation assistance and a child care subsidy through the Minnesota Family Investment Program (MFIP) and Medical Assistance for herself and her son.

Case management staff helped her to identify housing and assisted her with the cost of the move-in expenses as well as short term rental assistance. She and her son were able to transition to a unit that was a perfect fit for their needs. With the help of the case manager, Jane developed a workable budget. Jane was also assisted in filing to receive child support, energy assistance and Section 8 Housing voucher.

She now has full time employment and receives child support. Her housing has been stabilized and she is on her way toward self-sufficiency!

# Three Rivers Community Action



Jennifer Larson  
Executive Director

1414 North Star Drive  
Zumbrota, MN 55992-1091

Phone: (507) 732-7391  
Toll Free: 800-277-8418  
TTY: 800-627-3529

Email:  
jlarson@threeriverscap.org

Website: [www.threeriverscap.org](http://www.threeriverscap.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	6,832
Individuals who opened an Individual Development Account (IDA) or other savings account.	3
Individuals who received emergency car or home repair.	553
Children who participated in preschool activities to develop school readiness.	236
Parents and other adults who learned and exhibited improved parenting skills.	330
Number of rides provided to low-income individuals and families.	185,913

### Community Outcomes

Number of volunteer hours donated to the agency.	19,838
Community Partnerships	560



Program Activity	Number of People Served
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	495
M4 Asset Development and Savings Programs	11
<b>HOUSING</b>	
B1 Weatherization	92
B7 Energy Related Repairs	553
B9 Energy Conservation Services	180
C1 Housing Grants & Loans	113
C3 Home Repair / Rehabilitation	31
C9 Community Homeownership Ed	486
C12 Low-Income Housing Development & Stabilization	443
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	14,039
B6 Energy Crisis	4,177
B8 Fuel Fund	115
C10 Homeless Assistance	234
C11 Transitional Housing	41
G1 Emergency Family Services	11
G8 Crisis Intervention	95
<b>NUTRITION</b>	
H6 Home Delivered Meals	212
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	6,972
<b>LINKAGES</b>	
E1 Transportation System	30,963
E3 Transportation Assistance	279
F1 Senior Oriented Services	166
K1 Information & Referral	15,518
K2 Outreach	18,486
K3 Public Education, Information, and Advocacy	93,108
K4 Benefit Enrollment and Application Assistance	719
<b>SELF SUFFICIENCY</b>	
J1 Head Start	441
J2 Early Childhood Care & Education	26
J7 Youth Recreation	16
M1 Self Sufficiency	102
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	898

## Success Story

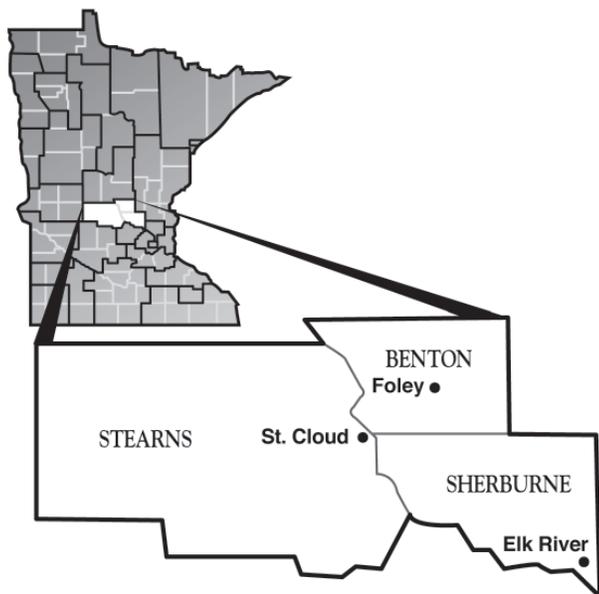
Jose is a father of four who dreamed of purchasing a home for his family. He enrolled in financial counseling through the Achieve Homeownership program at Three Rivers Community Action in March 2015 after a referral from a local real estate agent. At his initial appointment, homeownership counselor Joseph pulled Jose's credit and found that his identity had been stolen and there were multiple accounts and collections on his credit report that were not his. His credit report was 11 pages long and his score was 594, too low to qualify for a mortgage. While this information was overwhelming at first, Joseph walked Jose through his entire credit report, helped him to prepare a household budget and created a detailed action plan to help Jose achieve his dream of homeownership.

Six months later, Jose had followed through on many steps of his plan. He called all three credit bureaus to report identity theft on his accounts, corrected all of his personal information and paid some of the smaller collections. Jose improved his credit score and reduced his debt. Jose also established a budget to maximize his savings every month and increased his 401k contribution at work. The last part of the action plan was to pay off the remaining collections, and Jose was able to negotiate some of the collections and reduce his liability.

By November 2015, Jose had improved his credit score to 648 and qualified for a mortgage. He took a homebuyer education class and received down payment assistance from Three Rivers. Jose admits that it was a long and tough process, but he did not give up and it was all worth it when he closed on the purchase of his new home in January 2016.

Achieve Homeownership is an innovative program designed to increase homeownership opportunities for underserved households. Since 2008, Three Rivers Community Action has helped over 370 households of color purchase a home through this program.

# Tri-County Action Program (Tri-CAP)



Lori Schultz  
Executive Director

1210 23rd Avenue South  
P.O. Box 683  
Waite Park, MN 56387

Phone: (320) 251-1612

Email: [lori.schultz@tricap.org](mailto:lori.schultz@tricap.org)

Website: [www.tricap.org](http://www.tricap.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	52
Individuals who obtained access to reliable transportation and/or driver's license to reduce barriers to employment or to increase family stability for those unable to work.	733
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	123
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	11,799
Individuals who increased their savings through IDA or other savings accounts	73
Individuals who averted foreclosure and maintained their home.	
Individuals who received emergency car or home repair.	740
Number of rides provided to low-income individuals and families.	59,047

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	152
Number of volunteer hours donated to the agency.	32,991
Community Partnerships	334



Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
D8 Displaced Homemakers	310
D9 Employment and Training Services	22
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	1,030
M3 Tax Preparation Assistance	7,575
M4 Asset Development and Savings Programs	147
<b>HOUSING</b>	
B1 Weatherization	205
B7 Energy Related Repairs	739
B9 Energy Conservation Services	115
C1 Housing Grants & Loans	18
C5 Small Cities Development (SCDP)	4
C12 Low-Income Housing Development & Stabilization	4
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	17,565
B6 Energy Crisis	4,545
B8 Fuel Fund	5
C10 Homeless Assistance	965
C11 Transitional Housing	25
G6 Donated Articles	265
<b>NUTRITION</b>	
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	3,470
<b>LINKAGES</b>	
E1 Transportation System	3,058
E3 Transportation Assistance	1,311
K1 Information & Referral	19,587
K5 Leadership Development	1
<b>SELF SUFFICIENCY</b>	
M1 Self Sufficiency	20

## Success Story

Jen, a single mother lives with her two teenage daughters and long-time boyfriend. Financially Jen struggled to make ends meet. Jen supports her household and her boyfriend has applied for social security disability.

Jen worked temporary jobs taking any available employment. After struggling in this situation, she decided something needed to change so she made decisions and took action. Jen enrolled in college with the goal of earning her degree in Human Services. While attending college, Jen started working a temporary position at Tri-CAP in the Energy Assistance Program. While there, Jen learned about several self-sufficiency programs and again took action to improve her situation.

Jen got help with a past due utility bill and pending disconnection. Since receiving that energy grant, Jen has stayed current on her utility bill.

Jen started the FAIM program and attended the 12 hour financial literacy course which taught her about budgeting, debt reduction, asset building, and how to check her credit score. After successfully completing FAIM, Jen applied her money toward her college tuition.

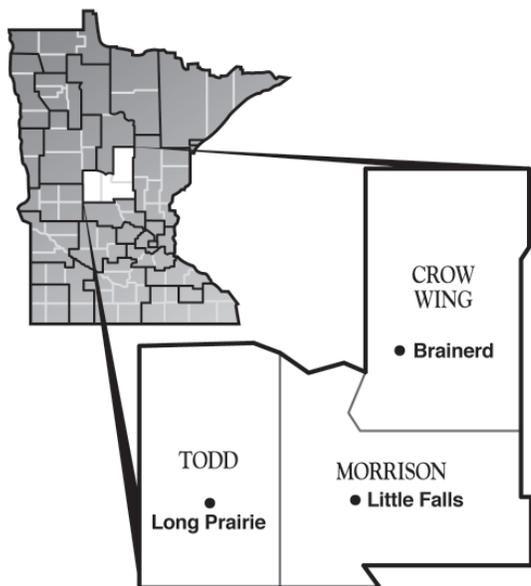
Jen was hired back at Tri-CAP for the 2016 Energy Assistance Program season. During 2016, a permanent Tri-CAP job was posted and with her college education, Jen was qualified. She was hired for the permanent full-time position.

Spring 2016 Jen graduated college and her goal became reducing her debt and increasing her credit score. Over the spring and summer, Jen used her knowledge from FAIM and Financial Fitness to pay off debt and dispute debt. By mid-summer, Jen paid off all of her debt except her student loans.

As a result of her work, Jen is pre-approved to purchase a house. Currently, Jen is saving for the down payment toward her goal of buying a home for her family this year.

When asked about her journey Jen said "I never imagined that within two years I would go from struggling to make ends meet to being in control of my finances and my future."

# Tri-County Community Action Partnership (TCCAP)



Doug Jacobson  
Executive Director

501 LeMieur Street  
Little Falls, MN 56345

Phone: (320) 632.3691

Email: [doug.jacobson@tccaction.com](mailto:doug.jacobson@tccaction.com)

Website: [www.tccaction.com](http://www.tccaction.com)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who obtained care for a child or other dependent to reduce barriers to employment or to increase family stability for those unable to work.	275
Individuals who obtained access to reliable transportation and/or driver's license to reduce barriers to employment or to increase family stability for those unable to work.	90
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	95
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	221
Individuals who received emergency car or home repair.	46
Children who participated in preschool activities to develop school readiness.	218
Parents and other adults who learned and exhibited improved parenting skills.	484

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	650
Number of volunteer hours donated to the agency.	106,506
Community Partnerships	128



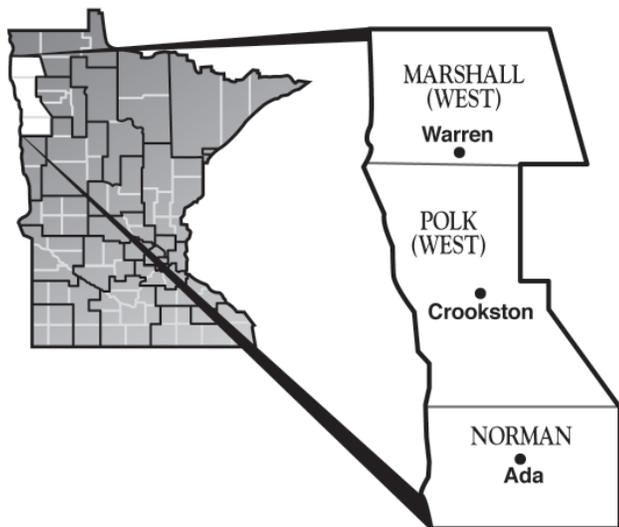
Program Activity	Number of People Served
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	45
M3 Tax Preparation Assistance	951
M4 Asset Development and Savings Programs	1
<b>HOUSING</b>	
B1 Weatherization	289
B7 Energy Related Repairs	2
B9 Energy Conservation Services	40
C1 Housing Grants & Loans	2
C3 Home Repair / Rehabilitation	12
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	67
G3 Abuse & Neglect	51
G6 Donated Articles	100
G8 Crisis Intervention	276
<b>NUTRITION</b>	
H3 Holiday Projects	153
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	569
H11 Food Assistance	3,000
<b>LINKAGES</b>	
E3 Transportation Assistance	86
E4 Vehicle Program	51
K1 Information & Referral	16,344
K2 Outreach	17,841
K3 Public Education, Information, and Advocacy	16,436
K4 Benefit Enrollment and Application Assistance	1,015
<b>SELF SUFFICIENCY</b>	
J1 Head Start	763
J2 Early Childhood Care & Education	56
J7 Youth Recreation	101
J8 Parenting	484
J9 Fatherhood Initiative	157
M1 Self Sufficiency	1
M5 Family Loan Fund	26
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	113

## Success Story

Tri-County Community Action Partnership (TCCAP) was able to bring together a number of different program resources to assist the Green family who were themselves disabled and maintaining custody of their grandson. Their young grandson was placed in their care by his parent who made the tough decision to have him raised by his grandparents. The grandparents enrolled him in TCCAP's Head Start program in Todd County. The Green family was struggling on a limited and fixed income while experiencing high energy costs due to their older home's drafty windows/doors, leaking roof and outdated electrical system. The Green's home was originally built in the 1920's and had little updating since its construction. TCCAP was able to utilize its Community Services Block Grant (CSBG) emergency services funding to help with a potential energy shut off notice. While working with the family on budget management, they were able to help with accessing Minnesota Housing Finance Agency (MHFA) Rehabilitation funds for the badly needed repairs and upgrades on their home. MHFA funds were used to replace the roof, siding, windows and doors of the home along with lead mitigation, duct sealing and upgrading the electrical system to code. All of these repairs resulted in making the home warmer and much more energy efficient as well as increasing the market value of the property.

Once the repairs were completed, people have repeatedly stopped by to say, "Wow, it looks like a totally different house, almost like a brand new home!" The Green family is extremely happy with their "new" home which has dramatically reduced their energy costs, and allows them to free up more of their limited income to bring their budget to a more manageable level so they can continue to work towards their future goals which include raising their grandson.

# Tri-Valley Opportunity Council



Jason Carlson  
Chief Executive Officer

102 North Broadway  
Crookston, MN 56716

Phone: (218) 281-5832 Ext.218

Email: [jason.carlson@tvoc.org](mailto:jason.carlson@tvoc.org)

Website: [www.tvoc.org](http://www.tvoc.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	649
Individuals who obtained care for a child or other dependent to reduce barriers to employment or to increase family stability for those unable to work.	1,293
Individuals who obtained access to reliable transportation and/or driver's license to reduce barriers to employment or to increase family stability for those unable to work.	59,033
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	2,858
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	2,606
Individuals who received emergency car or home repair.	156
Children who participated in preschool activities to develop school readiness.	351
Parents and other adults who learned and exhibited improved parenting skills.	1,207
Number of rides provided to low-income individuals and families.	142,860

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	1,731
Number of volunteer hours donated to the agency.	814,530
Community Partnerships	1,919



Program Activity	Number of People Served
<b>INCOME MANAGEMENT</b>	
M4 Asset Development and Savings Programs	22
<b>HOUSING</b>	
B7 Energy Related Repairs	156
C6 Rental Housing Assistance	34
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	3,711
B6 Energy Crisis	1,193
B8 Fuel Fund	120
C10 Homeless Assistance	254
C11 Transitional Housing	11
G3 Abuse & Neglect	140
G6 Donated Articles	476
<b>NUTRITION</b>	
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	227
H11 Food Assistance	1,420
<b>LINKAGES</b>	
E1 Transportation System	27,915
E3 Transportation Assistance	1,487
F6 Senior Companion / Foster Grandparent	850
K1 Information & Referral	7,148
K2 Outreach	5,281
K3 Public Education, Information, and Advocacy	13,493
K4 Benefit Enrollment and Application Assistance	355
<b>SELF SUFFICIENCY</b>	
J1 Head Start	1,224
J2 Early Childhood Care & Education	1,342
J6 Child Care Resource Referral	820
J8 Parenting	2,972
J9 Fatherhood Initiative	200
M1 Self Sufficiency	943
<b>HEALTH</b>	

## Success Story

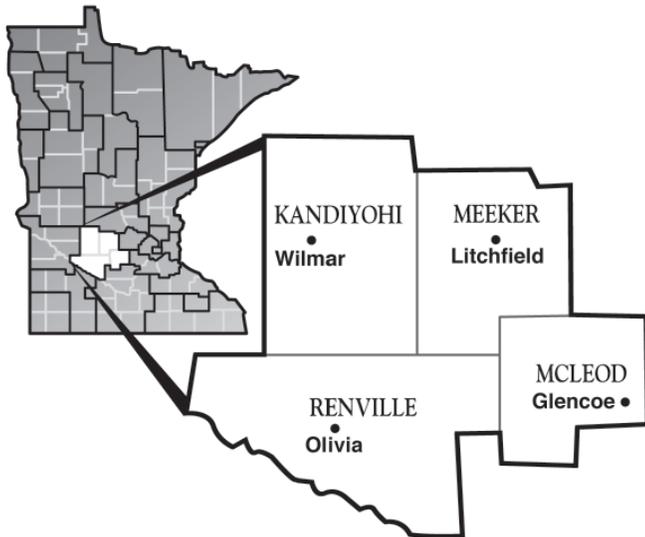
The Tri-Valley Caring Companion Program Continues to make a difference in its service area for those 50 and over. One way the program does this is by helping people who may have become isolated due to change in their life. One such story is about Bob (client) and Gerald (Caring Companion).

Bob is a disabled Veteran, who has lost his sight and hearing. Adding to his social isolation, he had just moved to a new area and didn't know anyone, as he stated, "I could use a friend." To help Bob, he was introduced to a Caring Companion named Gerald and a friendship blossomed. Gerald helped Bob organize and put his things away after Bob's move was complete. Gerald and Bob go to coffee two times a week with a local men's group, which has grown his social network. The two of them enjoy wood and leather working. With Gerald's assistance gluing, painting, staining, and nailing, the two have made footballs, sun deflectors, dreamcatchers, and bird houses. Bob was also an avid fisherman, but was unable to go on his own. Gerald is now there to help put the boat in the water so Bob can get on the lakes and fish.

Caring Companions like Gerald can help their clients in so many ways. They are there not to only help the client with everyday activities, but as in this case help them to build a social network, enjoy life like they used to before they needed assistance, and to help them continue to be an active member of the community they live in.

# United Community Action Partnership

## (Formerly Heartland Community Action Agency)



Harlan Tardy  
Interim Executive Director

1400 South Saratoga Street  
Marshall MN 56258

Phone: (507) 537-1416

Website: <https://unitedcapmn.org>

*In October 2016, Heartland Community Action Agency and Western Community Action merged to become United Community Action Partnership.*

### Results Oriented Management and Accountability - Selected Outcomes

#### Individual and Family Outcomes

Individuals who were unemployed and obtained a job.	22
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	48
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	63
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	3,068
Children who participated in preschool activities to develop school readiness.	339
Parents and other adults who learned and exhibited improved parenting skills.	356
Households in tax preparation programs who obtained any Federal or State tax credit.	21
Amount of tax credits:	\$53,887
Children who participated in preschool activities to develop school readiness.	339
Parents and other adults who learned and exhibited improved parenting skills.	356

#### Community Outcomes

Number of community members mobilized by Community Action that participated in community revitalization and anti-poverty initiatives.	880
Number of volunteer hours donated to the agency.	20,805
Community Partnerships	435



Program Activity	Number of People Served
<b>EDUCATION</b>	
L5 GED, ABE, and Educational Services	75
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	202
<b>HOUSING</b>	
B1 Weatherization	80
B7 Energy Related Repairs	233
B9 Energy Conservation Services	48
C12 Low-Income Housing Development & Stabilization	25
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	8,452
B6 Energy Crisis	1,545
C10 Homeless Assistance	742
C11 Transitional Housing	22
G6 Donated Articles	32,986
G8 Crisis Intervention	53
<b>NUTRITION</b>	
H3 Holiday Projects	612
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	47
H11 Food Assistance	75
<b>LINKAGES</b>	
E3 Transportation Assistance	277
E4 Vehicle Program	39
K1 Information & Referral	3,714
K2 Outreach	46,091
K3 Public Education, Information, and Advocacy	465,798
K4 Benefit Enrollment and Application Assistance	9,401
<b>SELF SUFFICIENCY</b>	
J1 Head Start	795
J2 Early Childhood Care & Education	102
J8 Parenting	94
M1 Self Sufficiency	8
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	99

## Success Story

For the past four years Heartland Community Action has been involved in helping individuals and families access affordable, quality health care plans through the MNsure marketplace. Providing this service has truly been a part of our mission to Help People and Change Lives. The story below is an example that gets repeated many times over as uninsured families weigh health care plan decisions and navigate the process of obtaining suitable plans to help them live a health life.

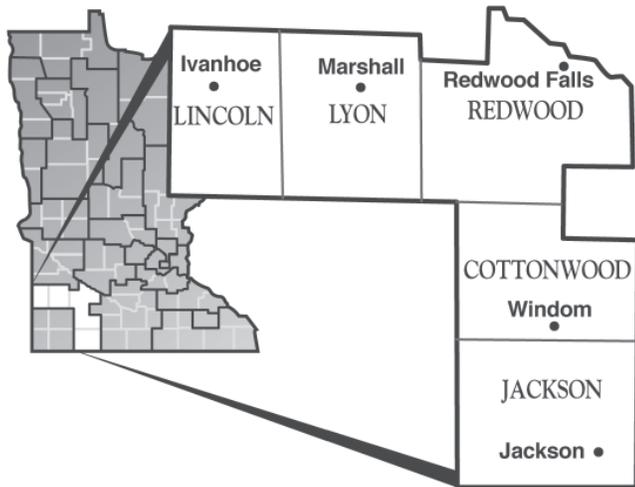
A client came in looking for assistance with renewing her health insurance. She was currently enrolled with MinnesotaCare, but received a letter that informed her that she would be no longer eligible due to a change of income. She was one year away from Medicare eligibility, but the price for a private plan for a person of her age would have meant a high deductible of almost \$7,000. Living on a fixed income means that there isn't a lot of wiggle room for adjustment.

One of our trained Navigators took the time to really dissect her current income, looking in-depth at coming changes in the year, estimating deductions, and calculating her projected annual income to arrive at her true income. Fortunately, this work resulted in discovering that she would be within \$186 of the upper threshold for MinnesotaCare and making it possible for her to secure an affordable, quality health care plan. It doesn't come much closer than that.

This year, Minnesotans are facing a health insurance crisis. Certified, trained MNsure Navigators are present at many CAAs across the state, and can help many individuals who may face substantial increases in their health insurance costs.

# United Community Action Partnership

## (Formerly Western Community Action)



Harlan Tardy  
Interim Executive Director

1400 South Saratoga Street  
Marshall MN 56258

Phone: (507) 537-1416

Website: <https://unitedcapmn.org>

*In October 2016, Heartland Community Action Agency and Western Community Action merged to become United Community Action Partnership.*

### Results Oriented Management and Accountability - Selected Outcomes

#### Individual and Family Outcomes

Individuals who obtained access to reliable transportation and/or driver’s license to reduce barriers to employment or to increase family stability for those unable to work.	691
Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	638
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	8,531
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	3,773
Individuals who opened an Individual Development Account (IDA) or other savings account.	104
Individuals who received emergency car or home repair.	134
Children who participated in preschool activities to develop school readiness.	220
Parents and other adults who learned and exhibited improved parenting skills.	152
Number of rides provided to low-income individuals and families.	142,621

#### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	290
Number of volunteer hours donated to the agency.	314,918
Community Partnerships	580

Program Activity		Number of People Served
<b>EMPLOYMENT</b>		
D9	Employment and Training Services	27
L5	GED, ABE, and Educational Services	99
<b>INCOME MANAGEMENT</b>		
M2	Financial Education	204
M3	Tax Preparation Assistance	1,220
M4	Asset Development/Savings Programs	104
<b>HOUSING</b>		
B1	Weatherization	44
B7	Energy Related Repairs	331
C1	Housing Grants & Loans	17
C5	Small Cities Development (SCDP)	88
C6	Rental Housing Assistance	112
C12	Low-Income Housing Development & Stabilization	13
<b>EMERGENCY SERVICES</b>		
B5	Energy Assistance	6,080
B6	Energy Crisis	1,545
B8	Fuel Fund	72
C10	Homeless Assistance	560
C11	Transitional Housing	263
G1	Emergency Family Services	94
G6	Donated Articles	945
G8	Crisis Intervention	4
<b>NUTRITION</b>		
H3	Holiday Projects	510
H4	Women, Infants, Children (WIC)	92
H5	Gardening	92
H10	Supplemental Nutrition Assistance Program (SNAP) Outreach	35,621
H11	Food Assistance	4,899
<b>LINKAGES</b>		
E1	Transportation System	3,896
E3	Transportation Assistance	183
K1	Information & Referral	9,363
K2	Outreach	2,107
K3	Public Education, Info, and Advocacy	35,529
K5	Leadership Development	32
<b>SELF SUFFICIENCY</b>		
J1	Head Start	244
J4	At Risk Youth	409
J5	Campership	18
J7	Youth Recreation	196
J8	Parenting	344
J9	Fatherhood Initiative	83
M1	Self Sufficiency	207
<b>HEALTH</b>		
I2	Health Care Aid (Financial)	484

## Success Story

Western Community Action (WCA) has begun a new Refugee Resettlement Program this year. WCA has seen an increasing number of refugees who had been resettled elsewhere coming to our service area, where family that they were trying to reunite with already resided.

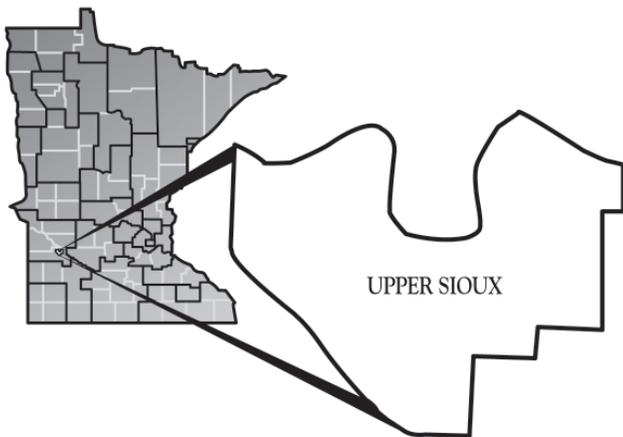
They came with little more than the clothes on their back, and too often ended up in shelter. There was no local agency to provide anything other than mainstream services, and these families were in need of something much more comprehensive. In partnership with the United States Conference of Catholic Bishops, WCA began coordinating the resettlement of newly arriving families so that the services and funds afforded them by the program could work to resettle them where they wanted to be in the first place.

One such story was a Somali mother and her seven children, who had been approved to resettle in Marshall, reuniting them with their husband/father after nearly four years of being apart. Staff got to witness the heartwarming reunion at the airport, which was a privilege. On the ride home from the airport, we learned that the family had been in a refugee camp for over twenty years, and most of their children had been born there. However, their two eldest children had reached adulthood and were no longer able to be considered part of their immediate family. Sadly, they had to be left behind in the Kenyan camp.

Since they've arrived, the mother has received much needed medical attention, the children are enrolled in school and ESL classes, and the oldest daughter has begun taking classes to earn her GED. Being directly resettled in Marshall meant that they had access to funds for items that they needed and supportive services to help them with getting their social security cards, attending medical appointments, receiving cultural orientation and more. The family has expressed their extreme gratitude for the help that they have received and are so thankful to be together again.

# Upper Sioux Community

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5744 Highway 67 East, P.O. Box 147  
Granite Falls, MN 56241

Phone: (320) 564-2360

Candice Hamilton  
CSBG Program Contact

Email: [candiceh@uppersiouxcommunity-nsn.gov](mailto:candiceh@uppersiouxcommunity-nsn.gov)

Website:  
[www.uppersiouxcommunity-nsn.gov](http://www.uppersiouxcommunity-nsn.gov)

The Upper Sioux Community Tribal Headquarters is located five miles south of Granite Falls, Minnesota, on the Minnesota River in Yellow Medicine County. The reservation is about 115 miles west of the Twin Cities. The Tribal leaders continually strive to improve the standard of living and the quality of life on the reservation.

The development of the tribal enterprises over the last several years has helped to revitalize and energize the Upper Sioux Community, allowing us an opportunity to obtain economic independence. During this dynamic period for the Upper Sioux Community, we have seen substantial growth in employment opportunities and Tribal services. Through the creation of our Tribal Police Department, we can now exercise our inherent sovereign rights for the protection of Tribal Members and Tribal lands. The Upper Sioux Community has been able to reacquire over 900 acres of our historic homelands, further strengthening our ability to address the growth of the Tribal membership, which stands at 486 as of August 2012. Through their efforts, the People of the Yellow Medicine, now and into the future, will continue to enhance and strengthen our culture and traditions; and establish a stable future for generations to come of the Upper Sioux Community.

Elders on a budget may worry that they can't afford the groceries necessary to cook balanced, healthy meals. Physical limitations related to age may also make the practical preparation of meals challenging and elders who find themselves newly single may not know how to cook or may not be motivated to cook or eat. At any time—but especially later in life – eating the right foods can help people to stay mentally sharp, emotionally balanced and full of energy while keeping a positive attitude and maintaining a healthy immune system.

The Upper Sioux Community Indian Health Services has responded to this need by utilizing Community Action (CSBG) funding to offer meals to all elders of the community. More specifically the USC used CSBG funds to prepare healthy meals for the Elders of the community five days of the week.



Program Activity	Number of People Served
<b>NUTRITION</b>	
H3 Holiday Projects	53
H6 Home Delivered Meals	38
H7 Congregate Meals	5
<b>LINKAGES</b>	
E3 Transportation Assistance	53
K3 Public Education, Information, and Advocacy	511
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	53

This essential service ensures that the elders receive one hot nutritious meal each day of the five day work week at no cost to them. The cook at our community meal site has incorporated diabetic and heart-healthy choices in the meal menu in order to lengthen lives and encourage healthy behaviors. Most often the meals are delivered by health staff to Elder’s homes but there are also a number of members who still come to the congregate dining area at the “Round House” on Wednesday and Friday each week. The “Round House” allows an elder to socialize and avoid feelings of isolation and loneliness.

This critical service is keeping the elderly community members in their homes and our community. The meal delivery is accomplished by the USC Indian Health Service Staff so our staff also maintains a daily contact with each Elder or Disabled person we serve; about 70% of the Elders receive a daily meal. Since our community is small the dollar allotment is often times not large enough to cover the annual cost of the meals so the Tribal Leaders will authorize a supplemental fund to complete the program.

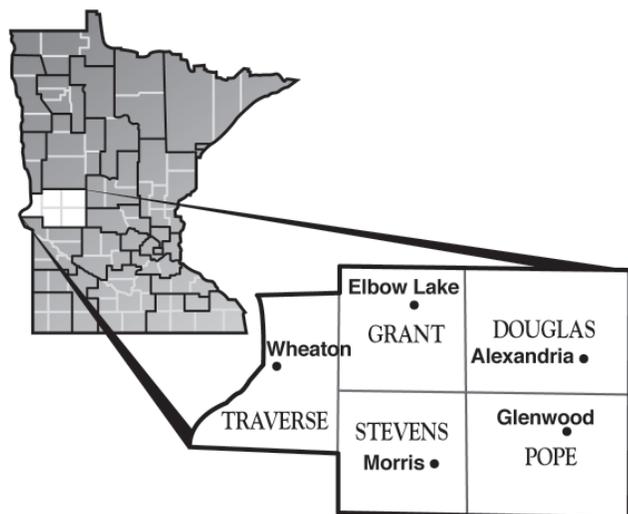
## Success Story

### Elder Meal Program

Physical limitations related to age may make the practical preparation of meals challenging. Elders who find themselves newly single may not know how to cook or may not be motivated to cook or eat a regular meal. At any time, but especially later in life, eating the right foods can help people stay mentally sharp, emotionally balanced, and maintain a healthy immune system.

The Upper Sioux Community has responded to these nutrition needs by utilizing Community Action funding to offer meals to all elders or disabled members of the community. This essential service ensures that each qualified member receives one hot nutritious meal each day of the five day work week at no cost to them. The cook at the community meal site has incorporated diabetic and heart healthy choices in the daily meal menu in order to lengthen lives and encourage healthy behaviors. Home delivery of these meals also allows a daily con-tact with the recipient. These services help to keep elders independently living in their own home for a longer period of time. Over 70% of the Upper Sioux Community Elders are served five days per week throughout the year.

# West Central Minnesota Communities Action



Missy Becker-Cook  
Executive Director

411 Industrial Park Boulevard  
Elbow Lake, MN 56531

Phone: (218) 685-4486

Email: [missyb@wcmca.org](mailto:missyb@wcmca.org)

Website: [www.wcmca.org](http://www.wcmca.org)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who obtained/maintained safe and affordable housing to reduce barriers to employment or to increase family stability for those unable to work.	663
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	2,134
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	10,598
Individuals who demonstrated an ability to complete and maintain a budget for over 90 days.	256
Individuals who averted foreclosure and maintained their home.	213
Children who participated in preschool activities to develop school readiness.	448
Parents and other adults who learned and exhibited improved parenting skills.	1,145

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	425
Number of volunteer hours donated to the agency.	80,000
Community Partnerships	197



Program Activity	Number of People Served
<b>EDUCATION</b>	
L2 Literacy	26
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	1,157
M3 Tax Preparation Assistance	921
M4 Asset Development and Savings Programs	67
<b>HOUSING</b>	
B1 Weatherization	250
B7 Energy Related Repairs	220
B9 Energy Conservation Services	67
C3 Home Repair / Rehabilitation	100
C5 Small Cities Development (SCDP)	42
C6 Rental Housing Assistance	82
C9 Community Homeownership Ed	113
C12 Low-Income Housing Development & Stabilization	90
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	13,534
B6 Energy Crisis	1,482
B8 Fuel Fund	161
C10 Homeless Assistance	740
C11 Transitional Housing	8
G1 Emergency Family Services	639
G6 Donated Articles	1,250
G8 Crisis Intervention	397
<b>NUTRITION</b>	
H10 Supplemental Nutrition Assistance Program (SNAP) Outreach	267
H11 Food Assistance	1,891
<b>LINKAGES</b>	
F1 Senior Oriented Services	117
K1 Information & Referral	80,882
K2 Outreach	429,431
K3 Public Education, Information, and Advocacy	6,505
<b>SELF SUFFICIENCY</b>	
J1 Head Start	448
M5 Family Loan Fund	6
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	461

## Success Story

From Amber Holmstrom, WCMCA, Inc. Family & Community Services Advocate

House Keys is a six-month rapid rehousing program for families with children. Participants pay 30% of their gross income for rent and by the end of the program, they are self-sufficient and are able to pay their own rent.

One of my first clients was a homeless, single, young mother of five who was in treatment. Her children were in foster care and she didn't have a driver's license. In order to regain custody, she needed to be sober, find housing, and gain employment. For a short time period, the children were placed back in the home on weekends, and then permanently. Although it wasn't easy, she labored hard to make things work by remaining sober; finding a job and daycare; receiving approval for daycare assistance; working towards her GED; and paying off fines to get her driver's license back.

She applied for SNAP and Medical Assistance, and I gave her insight into many other resources within our community that she was unaware of: the United Way Coat Room, the monthly food drops, the Backpack Program, Adopt-A-Family, and so many others. At first, she had a hard time asking for assistance, but soon realized just how much receiving children's winter clothing could help her financially. One of her joys was being able to provide presents for her children under the Christmas tree, and seeing how grateful they were.

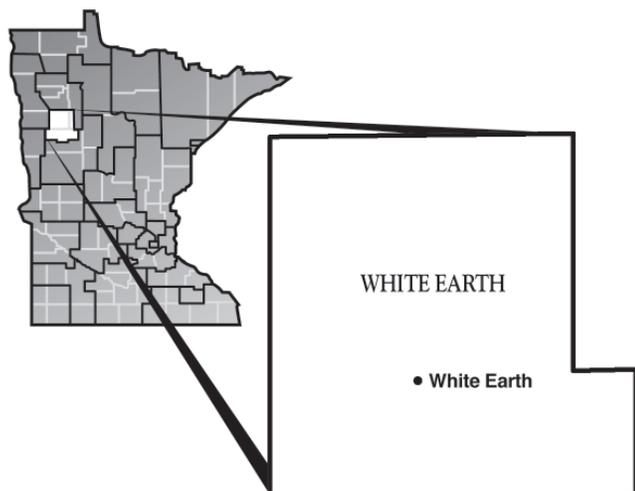
This young mother, like many others, worked very hard during her time in the House Keys program. Towards the end of her program participation, I informed her that for a short period of time there was an opening in the Douglas County Section 8 waiting list. She signed up immediately and acquired herself a spot.

As she exited the program, she was working full-time; had successfully completed treatment by maintaining sobriety; and had a great relationship with her children.

Six months ago, she came to me so excited about where she currently was in life. She had found a rental house with her Section 8 voucher; paid off her fines; was legally driving; bought a reliable vehicle; was still loving her full-time job; and was simply happy. She was grateful for the House Keys program, and the chance she was given to succeed. She said that without the help from WCMCA, Inc., she wouldn't be where she is today.

# White Earth Reservation

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35500 Eagle View Road  
PO Box 418  
White Earth, MN 56591

Phone: (218) 983-3285

Lavon Larson  
CSBG Program Contact

Email: [Lavon.Larson@whiteearth-nsn.gov](mailto:Lavon.Larson@whiteearth-nsn.gov)

Website: [www.whiteearth.com](http://www.whiteearth.com)

Elderly Nutrition serves through-out the White Earth Reservation. Services include daily nutritious meals, with on-site dining and home delivered meals to homebound members. Other services include linking elders to available resources in health care education, information, resources; such as, local favorite educational Bingo, Elders Newsletter, blood pressure/sugar checks, nutrition, diabetic, caregiver support, Medicaid, and legal aid. Annual gathering are the elders picnic, elders winter holiday party, health fair, elder fishing day, wisdom steps, and other great contributions to our elders provide socialization and services reaching out.

Benefits possible by CSBG are the ongoing effects such as the opportunity to employ two full-time staff. This aid helps on so many levels of good; it has a continuous rippling effect. The grant also provides opportunities to these employees and their families by means of fiscal responsibility, supporting working families and stability. The Elderly Nutrition Program provided 300 elders the opportunity to gain a nutritious meal through either congregate dining or home delivery meals. With this is the re-occurrence in resources to the communities and not just to the elders but an outreach of resources that benefit so many with the best effectiveness and efficiency. While holding the well-being into the highest accord we bring in several much needed services to communities that are within a vast area of poverty; lacking the presence of quick retaining opportunities because of the remote, sometimes desolate area.

There is as always a demand for services to our Elders and community members. Nutrition, home health, social-culture, & other resources and opportunities are key assets to their well-being. Elderly Nutrition Program continues the process incorporating more of a noticeable presence in the community by providing accurate and culturally sensitive nutrition, physical fitness and health information and resources with a focus on those with the greatest need.



Program Activity		Number of People Served
<b>EMPLOYMENT</b>		
D3	Youth Employment	6
D9	Employment and Training Services	2
<b>INCOME MANAGEMENT</b>		
M3	Tax Preparation Assistance	62
<b>NUTRITION</b>		
H3	Holiday Projects	794
H5	Gardening	100
H6	Home Delivered Meals	327
H7	Congregate Meals	218
<b>LINKAGES</b>		
K2	Outreach	218
K3	Public Education, Information, and Advocacy	218

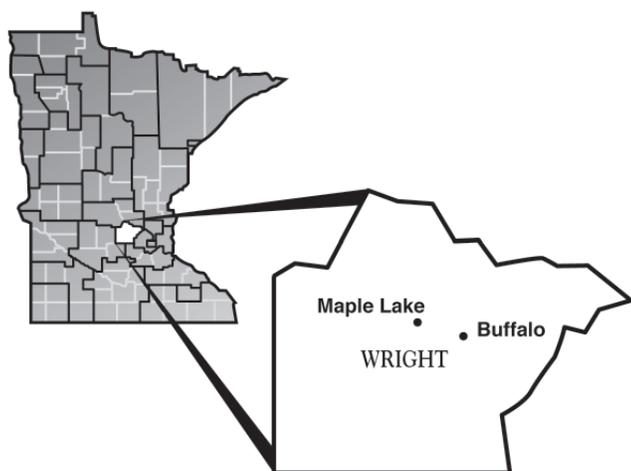
## Success Story

Lyle (name changed) comes into the center everyday - rain, sleet or shine. He is in his upper 80's. Last fall, he walked into the Elderly Nutrition site and asked us if he could get a meal and that he didn't have much for many but he did have true character and would help out any way he could to make up for the meal. We let him know that in the Elderly Nutrition Program Elders are not charged but if you would like you can make a donation.

Since that first day he came in he has always come back each day with a smile, gratitude and a charisma with the other elders that keep them engaged and coming back to chat with Lyle and the others. Lyle is always friendly, gracious and humble and not only makes others feel welcome but also makes a point to tell the cooks at the site what a wonderful thing they do, and what a great meal they serve.

Once during a site visit, Lyle gave the feedback that with his bills of heating, electric, taxes, gas the can barely afford anything and that he would go days without a meal sometimes because he needed gas to get to an appointment or his dog needed food. Now he gets a great meal every day, good black coffee, and visiting which makes his day. The Elderly Nutrition Program meets a crucial need in the community.

# Wright County Community Action



Jay Weatherford  
Executive Director

130 West Division Street  
PO Box 787  
Maple Lake, MN 55358

Phone: (320) 963-6500

Email: [jweatherford@wccaweb.com](mailto:jweatherford@wccaweb.com)

Website: [www.wccaweb.com](http://www.wccaweb.com)

## Results Oriented Management and Accountability - Selected Outcomes

### Individual and Family Outcomes

Individuals who obtained care for a child or other dependent to reduce barriers to employment or to increase family stability for those unable to work.	80
Individuals who obtained food assistance to reduce barriers to employment or to increase family stability for those unable to work.	9,791
Individuals who obtained non-emergency LIHEAP energy assistance to reduce barriers to employment or to increase family stability for those unable to work.	6,682
Individuals who demonstrated an ability to complete and maintain a budget for over 90 days.	296
Individuals who averted foreclosure and maintained their home.	288
Individuals who received emergency car or home repair.	184
Children who participated in preschool activities to develop school readiness.	346
Parents and other adults who learned and exhibited improved parenting skills.	483

### Community Outcomes

Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	3,047
Number of volunteer hours donated to the agency.	34,979
Community Partnerships	1,316



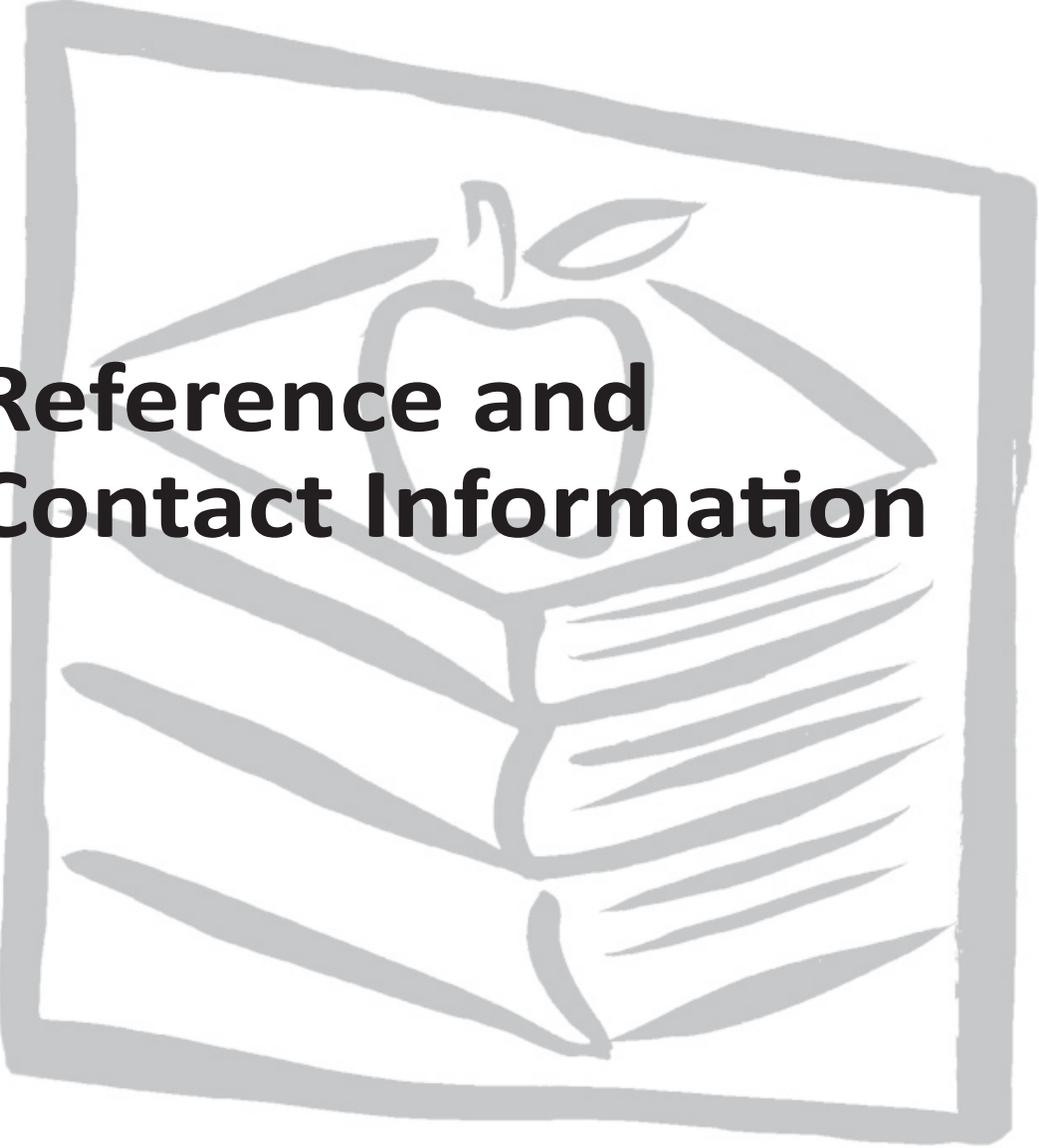
Program Activity	Number of People Served
<b>EMPLOYMENT</b>	
A1 Community Development	1
<b>INCOME MANAGEMENT</b>	
M2 Financial Education	861
M3 Tax Preparation Assistance	509
<b>HOUSING</b>	
B1 Weatherization	190
B7 Energy Related Repairs	175
B9 Energy Conservation Services	9
C9 Community Homeownership Ed	121
<b>EMERGENCY SERVICES</b>	
B5 Energy Assistance	4,909
B6 Energy Crisis	2,363
B8 Fuel Fund	145
C10 Homeless Assistance	288
C11 Transitional Housing	18
G6 Donated Articles	11,409
<b>NUTRITION</b>	
H3 Holiday Projects	273
H4 Women, Infants, Children (WIC)	3,225
H11 Food Assistance	882
<b>LINKAGES</b>	
F6 Senior Companion / Foster Grandparent	132
K1 Information & Referral	52,027
K2 Outreach	52,027
K3 Public Education, Information, and Advocacy	52,027
K4 Benefit Enrollment and Application Assistance	435
<b>SELF SUFFICIENCY</b>	
J1 Head Start	1,315
J8 Parenting	244
<b>HEALTH</b>	
I1 Health Care Aid (Non-Financial)	987

## Success Story

One Friday around noon WCCA received a call from Susan (name changed), it was a very hard call for Susan to make however she was extremely hungry and had no food in her home. Susan is a diabetic and knew that she needed to eat soon or she would have issues with her blood sugar levels.

Susan does not drive and on this Friday afternoon just before the long weekend she was unable to find a ride to the food shelf. First, WCCA tried to find a volunteer to pick up some food for Susan, but all the volunteers were busy or out of town for the weekend. As a result, WCCA staff picked Susan up from her apartment and brought her to the food shelf. On the ride over to the food shelf Susan commented that she had been seen by her Doctor the day before, but was too embarrassed to mention the fact that she had no food in the house. She also stated that with no transportation her only option is to purchase her groceries from the local Dollar General store located one block from her apartment. With the small amount of money she receives from her Social Security and her MSA her options are very limited.

Our WCCA Staff member assisted Susan in stretching her limited income by assisting her in signing up for the NAPS Program, Monthly Produce Drop, and Energy Assistance. WCCA also connected Susan with a volunteer who now picks her up monthly to use the food shelf and delivers her NAPS distribution and monthly Produce Drop.



# Reference and Contact Information

# Community Action Program Activity Reporting Codes and Descriptions

Codes and descriptions of the Program Activities reported for the state on pages 26-27 and individual agencies and tribal governments on pages 74-145 are below.

## EMPLOYMENT

- D3 YOUTH EMPLOYMENT:** Assistance to economically disadvantaged youth. Includes training, career counseling, remedial education and employment. For example: Summer Youth Employment Program, Minnesota Youth Program, Youth Builder program.  
*Times Service Provided: Number of Youth Served*
- D6 SENIOR COMMUNITY SERVICES EMPLOYMENT PROGRAM (SCSEP):** The Older Americans Act, provides work experience through part time public service employment for individuals 55 years old or older. Employment occurs at senior citizen centers, in schools, hospitals, libraries, social service projects and other community projects. For example, State funded Hospitality Host Program.  
*Times Service Provided: Number of Participants Assisted*
- D8 DISPLACED HOMEMAKERS:** Counseling and support for low-income homemakers toward job-readiness, may include referral to training services or aid with educational expenses.  
*Times Service Provided: Number of Households Assisted*
- D9 EMPLOYMENT AND TRAINING SERVICES:** Adult placement, training and education services including Workforce Innovation and Opportunity Act (WIOA), job training and placement assistance to income eligible adults and youths through employment services, OJT contracts, Food Stamp Employment and Training (FSET), AmeriCorps VISTA and subsidized employment including industry specific grants to assist in relocating workers.  
*Times Service Provided: Number of Participants Assisted*
- A1 COMMUNITY DEVELOPMENT:** Business ventures to increase the employment opportunities for individuals in the community including the economically disadvantaged.  
*Times Service Provided: Number of Ventures Subsidized*
- A5 COTTAGE INDUSTRIES:** An outlet for homemade products of low-income individuals including financial support for equipment and supplies. Formation of networks for the production of items for sale.  
*Times Service Provided: Number of Participants*

## EDUCATION

- L2 LITERACY:** Educational services provided to low-income adults or children, when these services are not part of another program and not reported in L5.  
*Times Service Provided: Number of Individuals Assisted*
- L3 ENGLISH AS A SECOND LANGUAGE:** Educational services provided to low-income adults, when these services are not part of another program and not reported in L1.  
*Times Service Provided: Number of Participants Assisted*
- L5 GED, ABE AND EDUCATIONAL SERVICES:** Educational services provided to low-income adults, including driver's education when these services are not part of another program.  
*Times Service Provided: Number of Participants Assisted*

## INCOME MANAGEMENT

- M2 FINANCIAL EDUCATION:** Programs to provide people with financial education, financial coaching, budget counseling and/or credit repair. Includes FAIM participants.  
*Times Service Provided: Number of Counseling Sessions*
- M3 TAX PREPARATION ASSISTANCE:** Assistance to low-income individuals in filing taxes, including applications for rent tax refunds.  
*Times Service Provided: Number of Households Assisted*
- M4 ASSET DEVELOPMENT AND SAVINGS PROGRAMS:** Assistance to low-income individuals in building financial assets such as a home, college education, or a small business through a combination of savings and financial education and training. Includes Family Assets for Independence in Minnesota (FAIM) and other individual development account and savings programs.  
*Times Service Provided: Number of Individuals Assisted*

## HOUSING

- B1 WEATHERIZATION:** Weatherization of homes of low-income households to reduce heat loss and increase heating efficiency. Funding sources includes DOE, EAP/WX and oil overcharge monies.  
*Times Service Provided: Number of Units Weatherized*
- B7 ENERGY RELATED REPAIR:** Energy related repairs to EAP households to maintain heat in the dwelling or repair a potentially hazardous energy-related situation. (May also be served in B5 – Energy Assistance.)  
*Times Service Provided: Number of Households Served*
- B9 ENERGY CONSERVATION SERVICES:** Activities to reduce home energy consumption including Minnesota Energy Conservation Services (MECS), Conservation Improvement Programs (CIP) and or other services on low-income residences indicating areas needing conservation measures.  
*Times Service Provided: Number of Households Served*
- C1 HOUSING GRANTS AND LOANS:** Non-emergency housing loans and grants for home repair, such as MHFA, FHA, HUD-CDBG.  
*Times Service Provided: Number of Grants and Loans Issued*
- C3 HOME REPAIR/REHABILITATION:** Housing repair/rehabilitation services for low-income households not elsewhere categorized.  
*Times Service Provided: Number of Units Repaired or Rehabilitated*
- C5 SMALL CITIES DEVELOPMENT GRANTS (SCDG):** Neighborhood/community grants used to assist low-income households with housing rehabilitation and utility installations.  
*Times Service Provided: Number of Loans and Grants Issued*
- C6 RENTAL HOUSING ASSISTANCE:** Non-emergency assistance to households by providing rental subsidies. One example is the HUD Rental Assistance Program (section 8), RAFS.  
*Times Service Provided: Number of Households Assisted*
- C9 COMMUNITY HOMEOWNERSHIP EDUCATION:** Educate households on the process and steps for purchasing and selling a residential home. For example, homebuyer workshops/counseling, escrow accounts, closing, Realtor fees etc. Include FAIM Participants.  
*Times Service Provided: Number of Households served*

**C12 LOW-INCOME HOUSING DEVELOPMENT AND STABILIZATION:** The increase, development and stabilization low-income housing, including the rehabilitation of unoccupied housing as well as the acquisition, rehabilitation and resale of homes. Example includes MURAL.

*Times Service Provided: Number of Units Made Available*

## **EMERGENCY SERVICES & OTHER ASSISTANCE**

**B5 ENERGY ASSISTANCE (EAP):** Assistance toward energy bills to applicant households

*Times Service Provided: Number of Households Served*

**B6 ENERGY CRISIS:** Assistance to EAP households with energy payment crises. Services include budget counseling and direct assistance. (Also served in B5)

*Times Service Provided: Number of Households Served*

**B8 FUEL FUND:** Assistance toward energy bills to applicant households. Includes state and locally funded programs.

*Times Service Provided: Number of Households Served*

**C10 HOMELESSNESS ASSISTANCE:** Assistance to households or individuals who are at risk of being homeless, currently homeless or who were previously homeless and are receiving follow-up services. Programs to be included in this category are FEMA, FHPAP, ESGP, SHP, ESP, and HYA (formerly known as Runaway and Homeless Youth). Types of activities included are prevention, emergency shelter and permanent housing placement assistance.

*Times Service Provided: Number of Individuals Assisted*

**C11 MINNESOTA TRANSITIONAL HOUSING PROGRAM:** Provide housing and case management to homeless households in an effort to regain permanent housing. Length of participation is at least sixty days, but no longer than two years.

*Times Service Provided: Number of Individuals Assisted*

**G1 EMERGENCY FAMILY SERVICES:** Services such as complaint resolution, insurance advocacy, judicare-tenant rights, farm mediation services, share a home, interpretation/translation services, and other non-financial assistance to families.

*Times Service Provided: Number of Individuals Assisted*

**G3 ABUSE AND NEGLECT:** Assistance to abused and neglected individuals (battered spouse, sexual abuse, and child abuse).

*Times Service Provided: Number of Cases Aided During the Reporting Period*

**G6 DONATED ARTICLES - CLOTHING/OTHER:** Collection and distribution of donated clothing, furniture or household products to low-income households; including the use of an agency operated thrift store.

*Times Service Provided: Number of Times Household (Duplicative) was Assisted*

**G8 CRISIS INTERVENTION:** Monetary assistance to households in emergency situations. Examples include: rent, heat and utilities, food, medical, emergency transportation and other crisis situations when the agency does not record separately these activities by category of assistance. These services are often funded through the use of flexible monies obtained from churches, foundations, gifts and grants with flexible uses such as CSBG and Minnesota Community Action Grant. Does not include loans. (Not also reported under B6 – Energy Crisis.)

*Times Service Provided: Number of Households Assisted*

## NUTRITION

- H3 HOLIDAY PROJECTS:** Food baskets and gifts to low-income individuals and families during the holidays.  
*Times Service Provided: Number of Households Assisted*
- H4 WOMEN, INFANTS AND CHILDREN FOOD PROGRAM (WIC):** Nutrition education and supplemental foods for pregnant, breast-feeding and postpartum women and infants and children under age 5.  
*Times Service Provided: Number of Vouchers Issued*
- H5 GARDENING:** Garden projects and other related activities including canning, seed distribution, food dehydration and tool loans.  
*Times Service Provided: Number of Households Assisted*
- H6 HOME DELIVERED MEALS:** Home delivered meals to senior citizens and disabled individuals.  
*Times Service Provided: Number of Delivered Meals*
- H7 CONGREGATE MEALS:** Meals for senior citizens in a group setting.  
*Times Service Provided: Number of Meals*
- H9 USDA COMMODITY ASSISTANCE:** Distribution of government commodities to Indian Reservation Governments.  
*Times Service Provided: Number of Households (Duplicative) Assisted*
- H10 SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) OUTREACH:** Efforts designed to provide information and outreach to eligible populations regarding the Supplement Nutrition Assistance Program (SNAP) with the end goal of increased participation.  
*Times Service Provided: Number of Households Contacted*
- H11 FOOD ASSISTANCE:** Food for households experiencing emergencies and anti-hunger efforts including food shelves or pantries, food vouchers, food co-op projects, reduced cost food packages and Fare Share.  
*Times Service Provided: Number of Households (Duplicative) Assisted*

## LINKAGES

- E1 TRANSPORTATION SYSTEM:** A program that administers a local transportation system regardless of income eligibility.  
*Times Service Provided: Number of One Way Trips*
- E3 TRANSPORTATION ASSISTANCE:** Bus passes, tokens or rides provided to low-income people by utilizing agency vehicles, volunteer vehicles or contract services.  
*Times Service Provided: Number of One Way Trips*
- E4 VEHICLE PROGRAM:** Vehicles are given or repaired for low-income individuals to assist them in becoming self-sufficient.  
*Times Service Provided: Number of Households Assisted*
- E5 TRANSPORTATION SAFETY PROGRAMS:** Program services that are directed at vehicle safety such as the Child Passenger Safety (CPS) program.  
*Times Service Provided: Number of Households Assisted*
- F1 SENIOR ORIENTED SERVICES:** Program services exclusively oriented toward serving senior citizens, such as senior insurance and advocacy.  
*Times Service Provided: Number of Households Assisted*

- F3 CHORE SERVICES:** Seniors and disabled individuals receiving assistance in minor home repair, yard maintenance and general housekeeping activities.  
*Times Service Provided: Number of Tasks Performed*
- F5 RETIRED SENIOR VOLUNTEER PROGRAM (RSVP):** A volunteer placement service in which volunteers are placed with community programs.  
*Times Service Provided: Number of Volunteers Placed*
- F6 SENIOR COMPANIONS/FOSTER GRANDPARENTS:** Volunteer seniors helping children and/or other senior individuals including peer counseling.  
*Times Service Provided: Number of Individuals Assisted*
- K1 INFORMATION AND REFERRAL:** Information and direction on services available at other agencies through intake, outreach and other efforts to individuals seeking assistance.  
*Times Service Provided: Number of Referrals*
- K2 OUTREACH:** Direct contact with low-income individuals aimed at identifying and reaching low-income households in order to assist them in participating in agency and/or community services.  
*Times Service Provided: Number of Households Contacted*
- K3 PUBLIC EDUCATION, INFORMATION AND ADVOCACY:** Efforts toward educating the public on the services provided and the need for the services. For example: publication of newspapers providing information on issues affecting low-income people, Claim IT!, and voter registration.  
*Times Service Provided: Number of people receiving publications or attending an educational engagement.*
- K4 BENEFIT ENROLLMENT AND APPLICATION ASSISTANCE:** Intake or application services provided to help households access or determine eligibility for programs not directly administered by the agency, e.g.: MHFA loan application, and SSI/SSDI Outreach, Access, and Recovery (SOAR).  
*Times Service Provided: Number of Services (3)*
- K5 LEADERSHIP DEVELOPMENT:** Services or programs designed specifically for the leadership development of clients (i.e. community engagement initiatives, fellows programs, leadership programs or initiatives).  
*Times Service Provided: Number of Participants enrolled*

## SELF-SUFFICIENCY

- J1 HEAD START:** Head Start assists low-income families break the cycle of poverty by improving the health and social competence of children age birth to five and pregnant women, and promoting economic self-sufficiency for parents. Includes Early Head Start.  
*Times Service Provided: Number of Children Enrolled*
- J2 EARLY CHILDHOOD CARE AND EDUCATION:** The education and care of a child by someone other than a parent or legal guardian in or outside the child's home (includes non-Head Start early childhood education).  
*Times Service Provided: Number of Children Enrolled*
- J3 CHILD CARE ASSISTANCE:** The administration of a county child care program (Basic Sliding Fee, MFIP, Child Care or Transitional Year Child Care) where direct client services are not performed.  
*Times Service Provided: Number of Children Enrolled*
- J4 AT RISK YOUTH:** Education and prevention activity relating to drugs, gangs and delinquency.  
*Times Service Provided: Number of Individuals Assisted*

- J5 CAMPERSHIP:** Low-income children are given chance to attend camp by subsidizing camp costs.  
*Times Service Provided: Number of Children Assisted*
- J6 CHILD CARE AWARE (previously known as Child Care Resource & Referral):** Referral of families to licensed child care providers (family and center care) with current openings for type of care needed and assistance to households in becoming licensed child care providers.  
*Times Service Provided: Number of Families Referred*
- J7 YOUTH RECREATION:** Sport skill instructions, good health practices and recreation to disadvantaged youth.  
*Times Service Provided: Number of Youth Served*
- J8 PARENTING EDUCATION:** Direct provision of support to parents in their child rearing roles. Includes providing information on expectations for each stage of their child's development and offering practical ideas to encourage learning and develop positive parent-child relationships, when these services are not part of another program. Does not include referrals to other organizations (such as ECFE) that provide these services.  
*Times Service Provided: Number of Individuals Assisted*
- J9 FATHERHOOD INITIATIVE:** Activities and assistance to promote and strengthen the role of fathers in families, when these services are not part of another program.  
*Times Service Provided: Number of Individuals Assisted*
- J10 CRISIS NURSERY:** Temporary care for children who are at risk of abuse and neglect or who have experienced abuse or neglect. Includes provision of or referral to support services.  
*Times Service Provided: Number of Children Assisted*
- M1 SELF-SUFFICIENCY:** Case management to encourage and assist low-income people to become economically self-sufficient through education and employment. (MFIP case management.)  
*Times Service Provided: Number of Participants completing the program that have achieved or partially achieved economic self-sufficiency.*
- M5 FAMILY LOAN PROGRAM:** Loans provided to low-income families.  
*Times Service Provided: Number of Households Assisted*

## HEALTH

- I1 HEALTH CARE ASSISTANCE - NON-FINANCIAL:** Health counseling programs, chemical dependency, planned parenthood, teen pregnancy, STD clinic and other health advocacy activities. (See I2 for financial aid for health care services)  
*Times Service Provided: Number of Individuals Assisted*
- I2 HEALTH CARE ASSISTANCE - FINANCIAL:** Financial aid for medical costs, i.e. Rural Emergency Medical Assistance. Payment for health services of outpatient visits, eye examinations, eye glasses, prescription medicine, dental care, or mental health.  
*Times Service Provided: Number of Individuals Assisted*
- I3 FAMILY PLANNING:** Confidential family planning services including physical exams, screening, testing, education, and counseling which are provided on a sliding fee schedule.  
*Times Service Provided: Number of Individuals Assisted*

# Commonly Used Acronyms

ABE	Adult Basic Education	HYA	Homeless Youth Act (formerly known as Runaway and Homeless Youth)
ADA	Americans with Disabilities Act	ICAP	Indian Community Action Program
AMC	Association of Minnesota Counties	IDA	Individual Development Account
CAA	Community Action Agency	ISN	Integrated Service Network
CAC	Community Action Council	LIHEAP	Low-Income Home Energy Assistance Program
CAP	Community Action Program	MA	Medical Assistance
CAMIS	Community Action Management Information System	MAPA	Minnesota Alliance for Progressive Action
CCA	Child Care Aware (previously known as Child Care Resource & Referral)	MCADS	Minnesota Community Action Data System
CDC	Community Development Council	MDE	Minnesota Department of Education
CDF	Children’s Defense Fund	MFIP	Minnesota Family Investment Program
CIP	Conservation Improvement Program	MHFA	Minnesota Housing Finance Agency
CISN	Community Integrated Services Network	MHSA	Minnesota Head Start Association
COLA	Cost of Living Adjustment	MinnCAP	Minnesota Community Action Partnership
CSBG	Community Services Block Grant	MNAEYC	Minnesota Association for the Education of Young Children
CWF	Community Worker’s Fund	MWAG	Minnesota Weatherization Advisory Group
DHS	MN Department of Human Services	NCAF	National Community Action Foundation
DOE	U.S. Department of Energy	OCD	Office of Child Development
DOF	MN Department of Finance	OEO	Office of Economic Opportunity
DOL	U.S. Department of Labor	OHD	Office of Human Development
DOT	MN Department of Transportation	OMB	Office of Management and Budget
EACA	Energy Assistance Coordinators Association	PAC	Political Action Committee
EAP	Energy Assistance Program	PC	Policy Council
ECFE	Early Childhood & Family Education	PUC	Public Utilities Commission
FAIM	Family Assets for Independence in Minnesota	S.F.	Senate File
FFY	Federal Fiscal Year	SFY	State Fiscal Year
FHA	Farmers Home Administration	SOB	State Office Building
FHA	Federal Housing Authority	SNAP	Supplemental Nutrition Assistance Program
FICA	Federal Insurance Contribution Act (Social Security)	SR	Senate Register
FSC	Family Service Center	SSI S	Supplemental Security Income
FY	Fiscal Year	T&TA	Training and Technical Assistance
GA	General Assistance	TEFAP	Temporary Emergency Food Assistance Program
H.F.	House File	USDA	United States Department of Agriculture
H.R.	House Register	VISTA	Volunteers in Service to America
HH	Household	WAP	Weatherization Assistance Program
HHS	Health & Human Services	WIC	Women, Infants and Children Program
HRA	Housing and Redevelopment Authority	WIOA	Workforce Innovation and Opportunity Act
HUD	U.S. Department of Housing and Urban Development	WX	Weatherization

# Minnesota Community Action Partners

## Contact Information

### Hunger Solutions Minnesota

**Colleen Moriarty, Executive Director**  
555 Park Street, Suite 420  
St. Paul, MN 55103  
Phone: (651) 486-9860  
Fax: (651) 486-9866  
Email: [cmoriarty@hungersolutions.org](mailto:cmoriarty@hungersolutions.org)  
Website: [www.hungersolutions.org](http://www.hungersolutions.org)

### Minnesota Head Start Association

**Gayle Kelly, Executive Director**  
804 Valley Drive  
Duluth, MN 55804  
Phone: (218) 728-1091  
Fax: (218) 728-0083  
Email: [info@mnheadstart.org](mailto:info@mnheadstart.org)  
Website: [www.mnheadstart.org](http://www.mnheadstart.org)

### Minnesota Coalition for the Homeless

**Senta Leff, Executive Director**  
2233 University Avenue West, Suite 434  
Saint Paul, MN 55114  
Phone: (651) 645-7332  
Fax: (651) 645-7560  
Email: [senta@mnhomelesscoalition.org](mailto:senta@mnhomelesscoalition.org)  
Website: [www.mnhomelesscoalition.org](http://www.mnhomelesscoalition.org)

### Minnesota Indian Affairs Council

**St. Paul Office**  
161 St. Anthony Street  
Suite 919,  
St. Paul, MN 55103  
Phone: (651) 296-0041  
Fax: (651) 296-0309  
Website: [www.indianaffairs.state.mn.us](http://www.indianaffairs.state.mn.us)

### Minnesota Department of Commerce

**Division of Energy Resources**  
85 7th Place East, Suite 500  
St. Paul, MN 55101  
Phone: (651) 296-5175  
Email: [general.commerce@state.mn.us](mailto:general.commerce@state.mn.us)  
Website: <http://mn.gov/commerce/>

### University of Minnesota Extension

**Karen A. Shirer, Ph.D., Associate Dean**  
Extension Center for Family Development  
University of Minnesota Extension  
490A Coffey Hall  
1420 Eckles Avenue  
Saint Paul, MN 55108  
Phone: (612) 626-3971  
Website: [www.extension.umn.edu](http://www.extension.umn.edu)

### Minnesota Department of Education

**Early Learning Services**  
1500 Highway 36 West  
Roseville, MN 55113  
Phone: (651) 582-8200  
Email: [mde.els@state.mn.us](mailto:mde.els@state.mn.us)  
Website: <http://education.state.mn.us>

# National Community Action Partners and Associations Contact Information

**Office of Community Services**  
Administration for Children & Families  
U.S. Department of Health & Human Services

**Seth Hassett, Director**  
Division of State Assistance

370 L'Enfant Promenade SW  
Washington, DC 20447  
Website: [www.acf.hhs.gov/programs/ocs](http://www.acf.hhs.gov/programs/ocs)

## **The National Association for State Community Services Programs (NASCS)**

**Jenae Bjelland, Executive Director**

111 K Street, NE Suite 300  
Washington, DC 20002  
Phone: (202) 624-5866  
Fax: (202) 624-8472  
Website: [www.nascsp.org](http://www.nascsp.org)

## **Community Action Partnership (CAP)**

**Denise Harlow, President & CEO**

1140 Connecticut Avenue NW  
Suite 1210  
Washington, DC 20036  
Phone: (202) 265-7546  
Fax: (202) 265-5048  
Website: [www.communityactionpartnership.com](http://www.communityactionpartnership.com)

## **National Community Action Foundation (NCAF)**

**David Bradley, Executive Director**

1 Massachusetts Avenue  
Suite 310  
Washington, DC 20001  
Phone: (202) 842-2092  
Fax: (202) 842-2095  
Email: [info@ncaf.org](mailto:info@ncaf.org)  
Website: [www.ncaf.org](http://www.ncaf.org)

## **CAPLAW**

### **Community Action Program Legal Services, Inc.**

**Eleanor Evans**  
Executive Director and General Counsel

178 Tremont Street, 10th Floor  
Boston, MA 02111  
Phone: (617) 357-6915  
Email: [caplawinfo@caplaw.org](mailto:caplawinfo@caplaw.org)  
Website: [www.caplaw.org](http://www.caplaw.org)

# Minnesota Head Start Programs

County	Provider	Contact Information
Aitkin	Lakes and Pines Community Action Council, Inc.	(320) 679-1800
Anoka	Anoka County Community Action Program, Inc.	(763) 783-4308
Becker	Mahube Community Council, Inc.	(218) 847-1385
	White Earth Reservation Tribal Council	(218) 983-3285
Beltrami	Bi-County Community Action Program, Inc.	(218) 751-4631
	Red Lake Band of Chippewa Indians	(218) 679-3396
	Leech Lake Reservation Tribal Council	(218) 335-8200
Benton	Reach-Up, Inc.	(320) 253-8110
Big Stone	Prairie Five Community Action Council, Inc.	(320) 598-3118
Blue Earth	Minnesota Valley Action Council, Inc.	(507) 345-0449
Bois Forte Reservation	Bois Forte Reservation Tribal Council	(218) 757-3265
Brown	Minnesota Valley Action Council, Inc.	(507) 345-0449
Carlton	Lakes and Pines Community Action Council, Inc.	(218) 879-0943
	Fond du Lac Reservation Business Committee	(320) 679-1800
Carver	Scott-Carver-Dakota CAP Agency	(651) 322-3515
Cass	Bi-County Community Action Program, Inc.	(218) 751-4631
	Leech Lake Reservation Tribal Council	(218) 335-8200
Chippewa	Prairie Five Community Action Council, Inc.	(320) 598-3118
Chisago	Lakes and Pines Community Action Council, Inc.	(320) 679-1800
Clay	Lakes & Prairies Head Start	(218) 299-7017
	Lakes & Prairies Community Action Partnership, Inc.	
Clearwater	Inter-County Community Council, Inc.	(218) 796-5144
	White Earth Reservation Tribal Council	(218) 983-3285
Cook	Arrowhead Economic Opportunity Agency, Inc.	(218) 749-2912
	Grand Portage Reservation Tribal Council	(218) 475-2239
Cottonwood	United Community Action Partnership	(507) 537-1416
Crow Wing	Tri County Community Action Partnership (TCCAP)	(320) 632-3691
Dakota	Scott-Carver-Dakota CAP Agency	(651) 322-3515
Dodge	SEMCAC	(507) 864-7741
Douglas	West Central Minnesota Communities Action, Inc.	(218) 685-6177
Faribault	Minnesota Valley Action Council, Inc.	(507) 345-0449
Fillmore	SEMCAC	(507) 864-7741
Fond du Lac Reservation	Fond du Lac Reservation Business Committee	(218) 879-0943
Freeborn	Child Care Resource and Referral, Inc.	(507) 287-2020
Goodhue	Three Rivers Community Action, Inc.	(507) 732-7391
Grand Portage Reservation	Grand Portage Reservation Tribal Council	(218) 475-2239

<b>Grant</b>	West Central Minnesota Communities Action, Inc.	(218) 685-6177
<b>Hennepin (All but western border)</b>	Parents In Community Action, Inc.	(612) 377-7422
<b>Hennepin (Area bordering Wright Co.)</b>	Wright County Community Action, Inc.	(320) 963-6500
<b>Houston</b>	SEMCAC	(507) 864-7741
<b>Hubbard</b>	Mahube Community Council, Inc.	(218) 847-1385
<b>Isanti</b>	Lakes and Pines Community Action Council, Inc.	(320) 679-1800
<b>Itasca</b>	KOOTASCA Community Action, Inc.	(218) 327-6735
	Leech Lake Reservation Tribal Council	(218) 335-8200
<b>Jackson</b>	United Community Action Partnership	(507) 537-1416
<b>Kanabec</b>	Lakes and Pines Community Action Council, Inc.	(320) 679-1800
<b>Kandiyohi</b>	United Community Action Partnership	(320) 235-0850
<b>Kittson</b>	Northwest Community Action, Inc.	(218) 528-3227
<b>Koochiching</b>	KOOTASCA Community Action, Inc.	(218) 327-6735
	Bois Forte Reservation Tribal Council	(218) 757-3265
<b>Lac qui Parle</b>	Prairie Five Community Action Council, Inc.	(320) 598-3118
<b>Lake</b>	Arrowhead Economic Opportunity Agency, Inc.	(218) 749-2912
<b>Lake of the Woods</b>	Northwest Community Action, Inc.	(218) 528-3227
<b>Le Sueur</b>	Minnesota Valley Action Council, Inc.	(507) 345-0449
<b>Leech Lake Reservation</b>	Leech Lake Reservation Tribal Council	(218) 335-8200
<b>Lincoln</b>	United Community Action Partnership	(507) 537-1416
<b>Lyon</b>	United Community Action Partnership	(507) 537-1416
<b>Mahnomen</b>	Mahube Community Council, Inc.	(218) 847-1385
	White Earth Reservation Tribal Council	(218) 983-3285
<b>Marshall (West)</b>	Tri-Valley Opportunity Council, Inc.	(218) 281-5832
<b>Marshall (East)</b>	Northwest Community Action, Inc.	(218) 528-3227
<b>Martin</b>	Minnesota Valley Action Council, Inc.	(507) 345-0449
<b>McLeod</b>	United Community Action Partnership	(320) 235-0850
<b>Meeker</b>	United Community Action Partnership	(320) 235-0850
<b>Mille Lacs</b>	Lakes and Pines Community Action Council, Inc.	(320) 679-1800 Ext 138
<b>Mille Lacs Reservation</b>	Mille Lacs Tribal Government Center	(320) 532-7508
<b>Morrison</b>	Tri County Community Action Partnership (TCCAP)	(320) 632-3691
<b>Mower</b>	SEMCAC	(507) 864-7741
<b>Murray</b>	Southwestern Minnesota Opportunity Council, Inc.	(507) 376-4195
<b>Nicollet</b>	Minnesota Valley Action Council, Inc.	(507) 345-0449
<b>Nobles</b>	Southwestern Minnesota Opportunity Council, Inc.	(507) 376-4195
<b>Norman</b>	Tri-Valley Opportunity Council, Inc.	(218) 281-5832
<b>Olmsted</b>	Child Care Resource and Referral, Inc.	(507) 287-2020
<b>Otter Tail</b>	West Central MN Communities Action	(218) 685-6177

<b>Pennington</b>	Inter-County Community Council, Inc. Red Lake Band of Chippewa Indians	(218) 796-5144 (218) 679-3396
<b>Pine</b>	Lakes and Pines Community Action Council, Inc.	(320) 679-1800
<b>Pipestone</b>	Southwestern Minnesota Opportunity Council, Inc.	(507) 376-4195
<b>Polk (East)</b>	Inter-County Community Council, Inc.	(218) 796-5144
<b>Polk (West)</b>	Tri-Valley Opportunity Council, Inc.	(218) 281-5832
<b>Pope</b>	West Central Minnesota Communities Action, Inc.	(218) 685-6177
<b>Ramsey</b>	Community Action Partnership of Ramsey & Washington Counties	(651) 603-5977
<b>Red Lake</b>	Inter-County Community Council, Inc.	(218) 796-5144
<b>Red Lake Reservation</b>	Red Lake Band of Chippewa Indians	(218) 679-3396
<b>Redwood</b>	United Community Action Partnership	(507) 537-1416
<b>Renville</b>	United Community Action Partnership	(320) 235-0850
<b>Rice</b>	Three Rivers Community Action, Inc.	(507) 732-7391
<b>Rock</b>	Southwestern Minnesota Opportunity Council, Inc.	(507) 376-4195
<b>Roseau</b>	Northwest Community Action, Inc.	(218) 528-3227
<b>Scott</b>	Scott-Carver-Dakota CAP Agency	(651) 322-3515
<b>Sherburne</b>	Reach-Up, Inc.	(320) 253-8110
<b>Sibley</b>	Minnesota Valley Action Council, Inc.	(507) 345-0449
<b>St. Louis</b>	Duluth Head Start (City of Duluth Only)	(218) 336-8815
<b>St. Louis</b>	Arrowhead Economic Opportunity Agency, Inc. Fond du Lac Reservation Business Committee Bois Forte Reservation Tribal Council	(218) 749-2912 (218) 879-0943 (218) 757-3265
<b>Stearns</b>	Reach-Up, Inc.	(320) 253-8110
<b>Steele</b>	SEMCAC	(507) 864-7741
<b>Stevens</b>	West Central Minnesota Communities Action, Inc.	(218) 685-6177
<b>Swift</b>	Prairie Five Community Action Council, Inc.	(320) 598-3118
<b>Todd</b>	Tri County Community Action Partnership (TCCAP)	(320) 632-3691
<b>Traverse</b>	West Central Minnesota Communities Action, Inc.	(218) 685-6177
<b>Wabasha</b>	Three Rivers Community Action, Inc.	(507) 732-7391
<b>Wadena</b>	West Central MN Communities Action	(218) 685-6177
<b>Waseca</b>	Minnesota Valley Action Council, Inc.	(507) 345-0449
<b>Washington</b>	Anoka County Community Action Program, Inc.	(763) 783-4308
<b>Watonwan</b>	Minnesota Valley Action Council, Inc.	(507) 345-0449
<b>White Earth Reservation</b>	White Earth Reservation Tribal Council	(218) 983-3285
<b>Wilkin</b>	Lakes & Prairies Head Start Lakes & Prairies Community Action partnership, Inc.	(218) 299-7017
<b>Winona</b>	SEMCAC	(507)864-7741
<b>Wright</b>	Wright County Community Action, Inc.	(320) 963-6500
<b>Yellow Medicine</b>	Prairie Five Community Action Council, Inc.	(320) 598-3118

# Minnesota Energy Assistance Programs

County	Provider	Contact Information
Aitkin	Lakes and Pines Community Action Council	(800) 832-6082
Anoka	Anoka County Community Action Program	(763) 783-4712
Becker	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
Beltrami	Bi-County Community Action Program	(800) 332-7161
Benton	Tri-County Action Programs	(888) 765-5597
Big Stone	Prairie Five Community Action Council	(320) 269-6578
Blue Earth	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
Bois Forte Reservation	Bois Forte Band of Chippewa	(218) 757-3261 ext. 197
Brown	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
Carlton	Lakes & Pines Community Action Council	(800) 832-6082
Carver	Scott-Carver-Dakota Community Action	(651) 322-3500
Cass	Bi-County Community Action Program	(800) 332-7135
Chippewa	Prairie Five Community Action Council	(800) 292-5437
Chisago	Lakes and Pines Community Action Council	(800) 832-6082
Clay	West Central Community Action	(800) 492-4805
Clearwater	Clearwater County Dept. of Human Services	(800) 245-6064
Cook	Arrowhead Economic Opportunity Agency	(800) 662-5711
Cottonwood	United Community Action Partnership	(800) 658-2448
Crow Wing	Lutheran Social Services of MN	(800) 829-5902
Dakota	Scott-Carver-Dakota Community Action	(651) 322-3500
Dodge	Semcac	(800) 944-3281
Douglas	West Central MN Community Action	(800) 492-4805
Faribault	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
Fillmore	Semcac	(800) 944-3281
Fond du Lac Reservation	Fond du Lac Reservation	(800) 365-1613
Freeborn	Semcac	(800) 944-3281
Goodhue	Three Rivers Community Action	(800) 277-8418
Grand Portage Reservation	Arrowhead Economic Opportunity	(800) 662-5711
Grant	West Central MN Community Action	(800) 492-4805
Hennepin (Minneapolis & Suburban)	Community Action Partnership of Suburban Hennepin County	(952) 930-3541
Houston	Semcac	(800) 944-3281

<b>Hubbard</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Isanti</b>	Lakes and Pines Community Action Council	(800) 832-6082
<b>Itasca</b>	Kootasca Community Action, Inc	(877) 687-1163
<b>Jackson</b>	United Community Action Partnership	(800) 658-2448
<b>Kanabec</b>	Lakes & Pines Community Action Council	(800) 832-6082
<b>Kandiyohi</b>	United Community Action Partnership	(800) 992-1710
<b>Kittson</b>	Northwest Community Action	(800) 568-5329
<b>Koochiching</b>	Kootasca Community Action, Inc	(877) 687-1163
<b>Lac Qui Parle</b>	Prairie Five Community Action Council	(800) 292-5437
<b>Lake</b>	Arrowhead Economic Opportunity Agency	(800) 662-5711
<b>Lake of the Woods</b>	Northwest Community Action	(800) 568-5329
<b>Leech Lake Reservation</b>	Leech Lake Band of Ojibwe	(866) 864-8668
<b>LeSueur</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Lincoln</b>	United Community Action Partnership	(800) 658-2448
<b>Lower Sioux Indian Reservation</b>	United Community Action Partnership	(800) 658-2448
<b>Lyon</b>	United Community Action Partnership	(800) 658-2448
<b>Mahnomen</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Marshall (East)</b>	Northwest Community Action	(800) 568-5329
<b>Marshall (West)</b>	Tri-Valley Opportunity Council	(866) 264-3729
<b>Martin</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>McLeod</b>	United Community Action Partnership	(800) 992-1710
<b>Meeker</b>	United Community Action Partnership	(800) 992-1710
<b>Mille Lacs Reservation</b>	Lakes and Pines Community Action Council	(800) 832-6082
<b>Morrison</b>	Tri-County Action Programs	(888) 765-5597
<b>Mower</b>	Semcac	(800) 944-3281
<b>Murray</b>	Southwestern MN Opportunity Council	(800) 658-2444
<b>Nicollet</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Nobles</b>	Southwestern MN Opportunity Council	(800) 658-2444
<b>Norman</b>	Tri-Valley Opportunity Council	(866) 264-3729
<b>Olmsted</b>	Three Rivers Community Action	(800) 277-8418
<b>Otter Tail</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Pennington</b>	Inter-County Community Council	(888) 778-4008 ext. 4
<b>Pine</b>	Lakes & Pines Community Action Council	(800) 832-6082
<b>Pipestone</b>	Southwestern MN Opportunity Council	(800) 658-2444

<b>Polk (East)</b>	Inter-County Community Council	(888) 778-4008 ext. 4
<b>Polk (West)</b>	Tri-Valley Opportunity Council	(866) 264-3729
<b>Pope</b>	West Central MN Community Action	(800) 492-4805
<b>Ramsey</b>	Community Action Partnership of Ramsey and Washington Counties	(651) 645-6470
<b>Red Lake Reservation</b>	Inter-County Community Council	(888) 778-4008 ext. 4
<b>Redwood</b>	United Community Action Partnership	(800) 658-2448
<b>Renville</b>	Renville County Energy Assistance	(800) 363-2533
<b>Rice</b>	Three Rivers Community Action	(800) 277-8418
<b>Rock</b>	Southwestern MN Opportunity Council	(800) 658-2444
<b>Roseau</b>	Northwest Community Action	(800) 568-5329
<b>Scott</b>	Scott-Carver-Dakota Community Action	(651) 322-3500
<b>Sherburne</b>	Tri-County Action Programs	(888) 765-5597
<b>Sibley</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>St. Louis (City of Duluth)</b>	Arrowhead Economic Opportunity Agency	(218) 623-3011
<b>St. Louis (Excluding City of Duluth)</b>	Arrowhead Economic Opportunity Agency	(800) 662-5711
<b>Stearns</b>	Tri-County Action Programs	(888) 765-5597
<b>Steele</b>	Semcac	(800) 944-3281
<b>Stevens</b>	West Central MN Community Action	(800) 492-4805
<b>Swift</b>	Prairie Five Community Action Council	(800) 292-5437
<b>Todd</b>	Todd County Social Services	(320) 732-4516
<b>Traverse</b>	West Central MN Community Action	(800) 492-4805
<b>Upper Sioux Reservation</b>	Prairie Five Community Action Council	(800) 292-5437
<b>Wabasha</b>	Three Rivers Community Action	(800) 277-8418
<b>Wadena</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Waseca</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Washington</b>	Community Action Partnership of Ramsey and Washington Counties	(651) 645-6470
<b>Watsonwan</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>White Earth Reservation</b>	White Earth Reservation	(866) 885-7656
<b>Wilkin</b>	West Central MN Community Action	(800) 492-4805
<b>Winona</b>	Semcac	(800) 944-3281
<b>Wright</b>	Wright County Community Action	(320) 963-6500 (Clients can call collect)
<b>Yellow Medicine</b>	Prairie Five Community Action Council	(800) 292-5437

# Minnesota Weatherization Programs

<b>County</b>	<b>Provider</b>	<b>Contact Information</b>
<b>Aitkin</b>	Lakes and Pines Community Action Council	(800) 832-6082
<b>Anoka</b>	Community Action Partnership of Ramsey and Washington Counties	(651) 482-8260
<b>Becker</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Beltrami</b>	Bi-County Community Action Program	(800) 332-7161
<b>Benton</b>	Tri-County Action Programs	(888) 765-5597
<b>Big Stone</b>	Prairie Five Community Action Council	(320) 269-6578
<b>Blue Earth</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Bois Forte Reservation</b>	Arrowhead Economic Opportunity Agency	(800) 662-5711
<b>Brown</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Carlton</b>	Lakes & Pines Community Action Council	(800) 832-6082
<b>Carver</b>	Dakota County Community Development Agency	(651) 675-4400
<b>Cass</b>	Bi-County Community Action Program	(800) 332-7135
<b>Chippewa</b>	Prairie Five Community Action Council	(800) 292-5437
<b>Chisago</b>	Lakes and Pines Community Action Council	(800) 832-6082
<b>Clay</b>	West Central Community Action	(800) 492-4805
<b>Clearwater</b>	Inter-County Community Council	(888) 778-4008
<b>Cook</b>	Arrowhead Economic Opportunity Agency	(800) 662-5711
<b>Cottonwood</b>	United Community Action Partnership	(800) 658-2448
<b>Crow Wing</b>	Tri-County Community Action	(320) 632-3691
<b>Dakota</b>	Dakota County Community Development Agency	(651) 675-4400
<b>Dodge</b>	Semcac	(800) 944-3207
<b>Douglas</b>	West Central MN Community Action	(800) 492-4805
<b>Faribault</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Fillmore</b>	Semcac	(800) 944-3207
<b>Fond du Lac Reservation</b>	Fond du Lac Reservation	(800) 365-1613
<b>Freeborn</b>	Semcac	(800) 944-3207
<b>Goodhue</b>	Three Rivers Community Action	(800) 277-8418
<b>Grand Portage Reservation</b>	Arrowhead Economic Opportunity	(800) 662-5711
<b>Grant</b>	West Central MN Community Action	(800) 492-4805
<b>Hennepin</b>	Sustainable Resources Center	(612) 872-3294
<b>Houston</b>	Semcac	(800) 944-3207

<b>Hubbard</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Isanti</b>	Lakes and Pines Community Action Council	(800) 832-6082
<b>Itasca</b>	KOOTASCA Community Action, Inc	(877) 687-0197
<b>Jackson</b>	United Community Action Partnership	(800) 658-2448
<b>Kanabec</b>	Lakes & Pines Community Action Council	(800) 832-6082
<b>Kandiyohi</b>	United Community Action Partnership	(800) 992-1710
<b>Kittson</b>	Northwest Community Action	(800) 568-5329
<b>Koochiching</b>	Kootasca Community Action, Inc	(877) 687-1163
<b>Lac Qui Parle</b>	Prairie Five Community Action Council	(800) 292-5437
<b>Lake</b>	Arrowhead Economic Opportunity Agency	(800) 662-5711
<b>Lake of the Woods</b>	Northwest Community Action	(800) 568-5329
<b>Leech Lake Reservation</b>	Leech Lake Band of Ojibwe	(866) 864-8668
<b>LeSueur</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Lincoln</b>	United Community Action Partnership	(800) 658-2448
<b>Lower Sioux Indian Reservation</b>	United Community Action Partnership	(800) 658-2448
<b>Lyon</b>	United Community Action Partnership	(800) 658-2448
<b>Mahnomen</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Marshall</b>	Northwest Community Action	(800) 568-5329
<b>Martin</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>McLeod</b>	United Community Action Partnership	(800) 992-1710
<b>Meeker</b>	United Community Action Partnership	(800) 992-1710
<b>Mille Lacs Reservation</b>	Lakes and Pines Community Action Council	(800) 832-6082
<b>Morrison</b>	Tri-County Community Action	(320) 632-3691
<b>Mower</b>	Semcac	(800) 944-3207
<b>Murray</b>	Southwestern MN Opportunity Council	(800) 658-2444
<b>Nicollet</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Nobles</b>	Southwestern MN Opportunity Council	(800) 658-2444
<b>Norman</b>	West Central Community Action	(800) 492-4805
<b>Olmsted</b>	Semcac	(800) 944-3207
<b>Otter Tail</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Pennington</b>	Inter-County Community Council	(888) 778-4008 ext. 4
<b>Pine</b>	Lakes & Pines Community Action Council	(800) 832-6082
<b>Pipestone</b>	Southwestern MN Opportunity Council	(800) 658-2444

<b>Polk (East)</b>	Inter-County Community Council	(888) 778-4008 ext. 4
<b>Polk (West)</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Pope</b>	West Central MN Community Action	(800) 492-4805
<b>Ramsey</b>	Community Action Partnership of Ramsey and Washington Counties	(651) 482-8260
<b>Red Lake Reservation</b>	Inter-County Community Council	(888) 778-4008 ext. 4
<b>Redwood</b>	United Community Action Partnership	(800) 658-2448
<b>Renville</b>	United Community Action Partnership	(800) 992-1710
<b>Rice</b>	Three Rivers Community Action	(800) 277-8418
<b>Rock</b>	Southwestern MN Opportunity Council	(800) 658-2444
<b>Roseau</b>	Northwest Community Action	(800) 568-5329
<b>St. Louis (Excluding City of Duluth)</b>	Arrowhead Economic Opportunity Agency	(800) 662-5711
<b>St. Louis (City of Duluth)</b>	Arrowhead Economic Opportunity Agency	(218) 623-3011
<b>Scott</b>	Dakota County Community Development Agency	(651) 675-4400
<b>Sherburne</b>	Tri-County Action Programs	(888) 765-5597
<b>Sibley</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Stearns</b>	Tri-County Action Programs	(888) 765-5597
<b>Steele</b>	Semcac	(800) 944-3207
<b>Stevens</b>	West Central MN Community Action	(800) 492-4805
<b>Swift</b>	Prairie Five Community Action Council	(800) 292-5437
<b>Todd</b>	Tri-County Community Action	(320) 632-3691
<b>Traverse</b>	West Central MN Community Action	(800) 492-4805
<b>Upper Sioux Reservation</b>	Prairie Five Community Action Council	(800) 292-5437
<b>Wabasha</b>	Three Rivers Community Action	(800) 277-8418
<b>Wadena</b>	Mahube-Otwa Community Action Partnership, Inc.	(888) 458-1385
<b>Waseca</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>Washington</b>	Community Action Partnership of Ramsey and Washington Counties	(651) 482-8260
<b>Watonwan</b>	Minnesota Valley Action Council	(800) 767-7139 ext. 2433
<b>White Earth Reservation</b>	White Earth Reservation	(866) 885-7656
<b>Wilkin</b>	West Central MN Community Action	(800) 492-4805
<b>Winona</b>	Semcac	(800) 944-3207
<b>Wright</b>	Wright County Community Action	(320) 963-6500 (Clients can call collect)
<b>Yellow Medicine</b>	Prairie Five Community Action Council	800-292-5437

# Minnesota Legislative Directory

## State and Congressional Representatives

### Anoka County Community Action Program

**Representatives:** 31A-Kurt Daudt, 31B- Cal Bahr, 35A- Abigail Whelan, 35B-Peggy Scott, 36A- Mark Uglen, 36B-Melissa Hortman, 37A- Erin Koegel, 37B-Nolan West, 38A-Linda Runbeck, 41A-Connie Bernardy, 41B-Mary Kunesh-Poedin,

**Senators:** 31-Michelle Benson, 35- Jim Abeler, 36 – John Hoffman, 37 – Jerry Newton, 38- Roger Chamberlain, 41-Carolyn Laine

**Congressional:** 3- Erik Paulsen, 5-Keith Ellison, 6-Tom Emmer, Senators Amy Klobuchar and Al Franken

### Arrowhead Economic Opportunity Agency

**Representatives:** 3A-Rob Ecklund, 3B-Mary Murphy, 6A-Julie Sandstede, 6B-Jason Metsa, 7A-Jennifer Schultz, 7B-Liz Olson

**Senators:** 3 -Tom Bakk, 6-David Tomassoni, 7-Erik Simonson

**Congressional:** 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

### Bi-County Community Action Program

**Representatives:** 2A-Matt Grossell, 5A-Matt Bliss, 5B-Sandy Layman, 9A-John Poston

**Senators:** 2-Paul Utke, 5-Justin Eichorn, 9-Paul Gazelka

**Congressional:** 7-Collin Peterson, 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

### Bois Forte Reservation Business Committee

**Representatives:** 3A-Rob Ecklund, 5A-Matt Bliss, 5B-Sandy Layman, 6A-Julie Sandstede

**Senators:** 3-Tom Bakk, 5-Justin Eichorn, 6-David Tomassoni

**Congressional:** 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

### Community Action Duluth

**Representatives:** 3B-Mary Murphy, 7A-Jennifer Schultz, 7B-Liz Olson

**Senators:** 3-Tom Bakk, 7-Erik Simonsin

**Congressional:** 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

### Community Action Partnership for Ramsey and Washington Counties

**Representatives:** 38A-Linda Runbeck, 38B-Matt Dean, 39A-Bob Dettmer, 39B-Kathy Lohmer, 41A-Connie Bernardy, 41B- Mary Kunesh-Poedin, 42A-Randy Jessup, 42B-Jamie Becker-Finn, 43A-Peter Fischer, 43B-Leon Lillie, 53A-JoAnn Ward, 53B-Kelly Fenton, 54A-Keith Franke, 54B-Tony Jurgens, 64A-Erin Murphy, 64B-Dave Pinto, 65A-Rena Moran, 65B-Carlos Mariani, 66A-Alice Hausman, 66B-John Lesch, 67A-Tim Mahoney, 67B-Sheldon Johnson

**Senators:** 38- Roger Chamberlain, 39-Karin Housley, 41-Carolyn Laine, 42-Jason Isaacson, 43-Chuck Wiger, 53-Susan Kent, 54-Dan Schoen, 64-Dick Cohen, 65- Sandy Pappas, 66-John Marty, 67-Foung Hawj

**Congressional:** 2-Jason Lewis, 4-Betty McCollum, 5-Keith Ellison, 6-Tom Emmer, Senators Amy Klobuchar and Al Franken

### Community Action Partnership for Suburban Hennepin

**Representatives:** 29A-Joe McDonald, 30B-Eric Lucero, 33A- Jerry Hartaus, 33B- Cindy Pugh, 34A-Joyce Peppin, 34B-Dennis Smith, 36A-Mark Uglen, 36B-Melissa Hortman, 40A-Mike Nelson, 40B-Debra Hilstrom, 41B-Mary Kunesh-Poedin, 44A-Sarah Anderson, 44B-Jon Applebaum, 45A-Lyndon Carlson, 45B-Mike Freiberg, 46A-Peggy Flanagan, 46B-Cheryl Youakim, 48A-Laurie Pryor, 48B-Jennifer Loon, 49A-Dario Anselmo, 49B-Paul Rosenthal, 50A-Linda Slocum, 50B- Andrew Carlson

**Senators:** 29-Bruce Anderson, 30-Mary Kiffmeyer, 33-David Osmek, 34-Warren Limmer,36-John Hoffman, 40-Chris Eaton,41-Carolyn Laine, 44-Paul Anderson, 45-Ann Rest, 46-Ron Latz, 48-Steve Cwodzinski, 49-Melissa Franzen, 50-Melissa Wiklund

**Congressional:** 2-Jason Lewis, 3-Erik Paulsen, 6-Tom Emmer, Senators Amy Klobuchar and Al Franken

### **Minneapolis Legislators**

**Representatives:** 59A-Fue Lee, 59B-Raymond Dehn, 60A-Diane Loeffler, 60B-Ilhan Omar, 61A-Frank Hornstein,61B-Paul Thissen, 62A-Karen Clark, 62B-Susan Allen, 63A-Jim Davnie, 63B-Jean Wagenius

**Senators:** 59-Bobby Jo Champion, 60-Kari Dziedzic, 61-Scott Dibble, 62- Jeff Hayden, 63-Patricia Torres Ray

**Congressional:** 5-Keith Ellison, Senators Amy Klobuchar and Al Franken

### **Duluth Head Start**

**Representatives:** 3B-Mary Murphy, 7A- Jennifer Schultz, 7B-Liz Olson

**Senators:** 3-Tom Bakk, 7-Erik Simonson

**Congressional:** 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

### **Fond du Lac Reservation Business Committee**

**Representatives:** 3A-Rob Ecklund, 3B-Mary Murphy, 6A-Julie Sandstede, 6B-Jason Metsa, 7A-Jennifer Schultz, 7B-Liz Olson, 11A-Mike Sundin

**Senators:** 3 -Tom Bakk, 6-David Tomassoni, 7-Erik Simonson

**Congressional:** 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

### **Grand Portage Reservation**

**Representative:** 3A-Rob Ecklund

**Senator:** 3-Tom Bakk

**Congressional:** 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

### **Inter-County Community Council**

**Representatives:** 1A-Dan Fabien, 1B-Debra Kiel, 2A-Matt Grossell, 2B-Steve Green

**Senators:** 1-Mark Johnson, 2-Paul Utke

**Congressional:** 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

### **KOOTASCA Community Action**

**Representatives:** 3A-Rob Ecklund, 5A- Matt Bliss, 5B-Sandy Layman, 6A-Julie Sandstede

**Senators:** 3-Tom Bakk, 5-Justin Eichorn, 6-David Tomassoni

**Congressional:** 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

### **Lakes & Pines Community Action Council**

**Representatives:** 10B- Dale Lueck, 11A-Mike Sundin, 11B-Jason Rarick, 15A-Sondra Erikson, 31A-Kurt Daudt, 32A-Brian Johnson, 32B-Anne Neu, 39A Bob Dettmer

**Senators:** 10-Carrie Ruud, 11-Tony Lourey,15-Andrew Mathews, 31-Michelle Benson, 32-Mark Koran, 39-Karin Housely

**Congressional:** 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

### **Lakes and Prairies Community Action Partnership**

**Representatives:** 4A-Ben Lien, 4B- Paul Marquart, 12A-Jeff Backer

**Senators:** 4-Kent Eken, 12-Torrey Westrom

**Congressional:** 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **Leech Lake Reservation Tribal Council**

**Representatives:** 2A-Dave Hancock, 2B-Steve Green, 5A-John Persell, 5B-Tom Anzelc, 6A-Carly Melin, 9A-Mark Anderson

**Senators:** 2-Paul Utke, 5-Justin Eichorn, 6-David Tomassoni, 9-Paul Gazelka

**Congressional:** 7-Collin Peterson, 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

## **Lower Sioux Community Council**

**Representatives:** 16A-Chris Swedzinski, 16B-Paul Torkelson, 22B-Rod Hamilton

**Senators:** 16-Gary Dahms, 22-Bill Weber

**Congressional:** 1-Tim Walz, 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **Mahube-Otwa CAP**

**Representatives:** 2A-Matt Grossell, 2B-Steve Green, 5A-Matt Bliss, 4B-Paul Marquart, 8A-Bud Nornes, 8B-Mary Franson, 9A-John Poston

**Senators:** 2-Paul Utke, 4-Kent Eken, 5-Justin Eichorn, 8-Bill Ingebrigtsen, 9-Paul Gazelka

**Congressional:** 7-Collin Peterson, 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

## **Mille Lacs Band of Chippewa Indians**

**Representatives:** 5A-Matt Bliss, 5B Sandy Layman, 11B-Jason Rarick, 15A-Sondra Erickson, 15B-Jim Newberger

**Senators:** 5-Justin Eichorn, 11-Tony Lourey, 15-Andrew Mathews

**Congressional:** 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

## **Minnesota Valley Action Council**

**Representatives:** 16B-Paul Torkelson, 18B- Glen Gruenhagen, 19A-Clark Johnson, 19B Jack Considine, 20A-Bob Vogel, 20B-David Bly, 23A-Bob Gunther, 23B-Tony Cornish, 24A-John Petersburg, 27A-Peggy Bennett

**Senators:** 16- Gary Dahms, 18-Scott Newman, 19-Nick Frenz, 20-Rich Draheim, 23-Julie Rosen, 24-John Jasinski, 27-Dan Sparks

**Congressional:** 1-Tim Walz, 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **Northwest Community Action**

**Representatives:** 1A-Dan Fabien, 2A-Matt Grossell

**Senators:** 1-Mark Johnson, 2-Paul Utke

**Congressional:** 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **Parents In Community Action (PICA)**

**Representatives:** 36B-Melissa Hortman, 45B-Mike Freiberg, 50A-Linda Slocum, 59A-Fue Lee, 59B-Raymond Dehn, 60A-Diane Loeffler, 60B-Ilhan Omar, 61A-Frank Hornstein, 61B-Paul Thissen, 62A-Karen Clark, 62B-Susan Allen, 63A-Jim Davnie, 63B-Jean Wagenius

**Senators:** 59-Bobby Jo Champion, 60-Kari Dziedzic, 61-Scott Dibble, 62- Jeff Hayden, 63-Patricia Torres Ray

**Congressional:** 5-Keith Ellison, Senators Amy Klobuchar and Al Franken

## **Prairie Five Community Action Council**

**Representatives:** 12A-Jeff Backer, 16A-Chris Swedzinski, 17A-Tim Miller

**Senators:** 12-Torrey Westrom, 16-Gary Dahms, 17-Andrew Lang

**Congressional:** 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **Prairie Island Tribal Council**

**Representatives:** 21A-Barb Haley, 21B-Steve Drazkowski, 58B-Pat Garofalo

**Senators:** 21- Michael Groggin, 58-Matt Little

**Congressional:** 1-Tim Walz, 2-Jason Lewis, Senators Amy Klobuchar and Al Franken

## **Red Lake Band of Chippewa Indians**

**Representatives:** 2A-Matt Grossell, 2B-Steve Green, 5A-Matt Bliss

**Senators:** 2-Paul Utke, 5-Justin Eichorn

**Congressional:** 7-Collin Peterson, 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

## **Scott-Carver-Dakota CAP Agency**

**Representatives:** 20A-Bob Vogel, 33B-Cindy Pugh, 47A-Jim Nash, 47B-Joe Hoppe, 51A-Sandra Masin, 51B-Laurie Halverson, 52A-Rick Hansen, 52B-Regina Barr 54A-Keith Franke, 54B-Tony Jurgens, 55A-Bob Loonan, 55B-Tony Albright, 56A-Drew Christensen, 56B-Roz Peterson, 57A-Erin Maye Quade, 57B-Anna Wills, 58A-Jon Koznick, 58B-Pat Garofalo

**Senators:** 20-Rich Draheim,33-David Osmek, 47-Scott Jensen, 51-Jim Carlson, 52-Matt Klein, 54-Dan Schoen, 55- Eric Pratt, 56-Dan Hall, 57-Greg Clausen, 58- Matt Little

**Congressional:** 2-Jason Lewis, 4-Betty McCollum, Senators Amy Klobuchar and Al Franken

## **Semcac**

**Representatives:** 21B-Steve Drazkowski, 24A-John Petersburg, 24B-Brian Daniels, 25A-Duane Quam, 27A-Peggy Bennett, 27B-Jeanne Poppe, 28A-Gene Pelowski Jr., 28B-Greg Davids

**Senators:** 21-Michael Groggin, 24-John Jasinski, 25-Dave Senjem, 27-Dan Sparks, 28-Jeremy Miller

**Congressional:** 1-Tim Walz, Senators Amy Klobuchar and Al Franken

## **Shakopee-Mdewakanton Sioux Community**

**Representatives:** 47A-Jim Nash, 47B-Joe Hoppe

**Senators:** 47-Scott Jensen

**Congressional:** 2-Jason Lewis, Senators Amy Klobuchar and Al Franken

## **Southwestern Minnesota Opportunity Council**

**Representatives:** 22A-Joe Schomacker, 22B-Rod Hamilton

**Senators:** 22- Bill Weber

**Congressional:** 1-Tim Walz, Senators Amy Klobuchar and Al Franken

## **Three Rivers Community Action**

**Representatives:** 20B-David Bly, 21A-Barb Haley, 21B-Steve Drazkowski, 24B-Brian Daniels, 25A-Duane Quam, 25B-Duane Sauke, 26A-Tina Liebling, 26B- Nels Pierson, 58B-Pat Garofalo

**Senators:** 20-Rich Draheim, 21- Michael Groggin, 24-John Jasinski, 25-Dave Senjem, 26-Carla Nelson, 58-Matt Little

**Congressional:** 1-Tim Walz, 2-Jason Lewis, Senators Amy Klobuchar and Al Franken

## **Tri-County Action Program**

**Representatives:** 12B-Paul Anderson, 13A-Jeff Howe, 13B-Tim O'Driscoll, 14A-Tama Theis, 14B-Jim Knoblach, 15A-Sondra Erikson, 15B-Jim Newberger, 30A-Nick Zerwas, 31A-Kurt Daudt

**Senators:** 12-Torrey Westrom, 13-Michelle Fischbach, 14-Jerry Relph, 15-Andrew Mathews, 30-Mary Kiffmeyer, 31-Michelle Benson

**Congressional:** 6-Tom Emmer, 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **Tri-County Community Action Partnership**

**Representatives:** 9A-John Poston, 9B-Ron Kresha, 10A-Joshua Heintzeman, 10B-Dale Lueck, 15B-Jim Newberger

**Senators:** 9-Paul Gazelka, 10-Carrie Ruud, 15-Andrew Mathews

**Congressional:** 7-Collin Peterson, 8-Rick Nolan, Senators Amy Klobuchar and Al Franken

## **Tri-Valley Opportunity Council**

**Representatives:** 1A-Dan Fabien, 1B-Deb Kiel, 4B-Paul Marquart

**Senators:** 1-Mark Johnson, 4 -Kent Eken

**Congressional:** 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **United Community Action Partnership**

**Representatives:** 16A-Chris Swedzinski, 16B-Paul Torkelson, 17A-Tim Miller, 17B-Dave Baker, 18A-Dean Urdahl, 18B-Glenn Gruenhagen, 22A-Joe Schomacker, 22B-Rod Hamilton, 23A-Bob Gunther

**Senators:** 16-Gary Dahms, 17-Andrew Lang, 18-Scott Newman, 22-Bill Weber, 23 Julie Rosen

**Congressional:** 1-Tim Walz, 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **Upper Sioux Community**

**Representatives:** 16A Chris Swedzinski

**Senators:** 16-Gary Dahms

**Congressional:** 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **West Central Minnesota Communities Action**

**Representatives:** 8B-Mary Franson, 12A-Jeff Backer, 12B-Paul Anderson

**Senators:** 8-Bill Ingebrigtsen, 12- Torrey Westrom

**Congressional:** 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **White Earth Reservation Tribal Council**

**Representatives:** 2A-Matt Grossell, 2B-Steve Green, 4B-Paul Marquart

**Senators:** 2-Paul Utke, 4-Kent Eken

**Congressional:** 7-Collin Peterson, Senators Amy Klobuchar and Al Franken

## **Wright County Community Action**

**Representatives:** 15B-Jim Newberger, 18A-Dean Urdahl, 29A-Joe McDonald, 29B-Marion O'Neill, 30A-Nick Zerwas, 30B- Eric Lucero

**Senators:** 15- Andrew Mathews, 18-Scott Newman, 29-Bruce Anderson, 30-Mary Kiffmeyer

**Congressional:** 6-Tom Emmer, Senators Amy Klobuchar and Al Franken

# Minnesota Economic Opportunity Act

## MINNESOTA STATUTE

### 256E.30 FINANCIAL ASSISTANCE FOR COMMUNITY ACTION AGENCIES.

**Subdivision 1. Authorization.** The commissioner of human services may provide financial assistance for community action agencies, Indian reservations, and migrant and seasonal farmworker organizations to carry out community action programs as described in section 256E.32 in accordance with the Omnibus Reconciliation Act of 1981, Public Law 97-35, as amended in 1984, Public Law 98-558, state law, and federal law and regulation.

**Subd. 2. Allocation of money.** (a) State money appropriated and community service block grant money allotted to the state and all money transferred to the community service block grant from other block grants shall be allocated annually to community action agencies and Indian reservation governments under clauses (b) and (c), and to migrant and seasonal farmworker organizations under clause (d).

(b) The available annual money will provide base funding to all community action agencies and the Indian reservations. Base funding amounts per agency are as follows: for agencies with low-income populations up to 3,999, \$25,000; 4,000 to 23,999, \$50,000; and 24,000 or more, \$100,000.

(c) All remaining money of the annual money available after the base funding has been determined must be allocated to each agency and reservation in proportion to the size of the poverty level population in the agency's service area compared to the size of the poverty level population in the state.

(d) Allocation of money to migrant and seasonal farmworker organizations must not exceed three percent of the total annual money available. Base funding allocations must be made for all community action agencies and Indian reservations that received money under this subdivision, in fiscal year 1984, and for community action agencies designated under this section with a service area population of 35,000 or greater.

**Subd. 2a. Merger.** In the case of a merger between community action agencies, the newly created agency receives a base funding amount equal to the sum of the merged agencies' base funding amounts at the point of the merger as described in subdivision 2, paragraph (b), unless the commissioner determines the funding amount should be less than the sum of the merged agencies' base funding amount due to savings resulting from fewer redundancies and duplicative services.

**Subd. 3. Reports.** Each community action agency receiving funds under this section shall report annually to the commissioner concerning the use of the funds.

**Subd. 4. Definition.** For the purposes of sections 256E.30 to 256E.32, "poverty level population" means the number of people whose household income is at or below the poverty line established by the United States Office of Management and Budget in accordance with the most recent state population figures established by the United States Department of Commerce, Bureau of the Census.

History: 1981 c 367 s 2; 1982 c 571 s 1-3; 1983 c 339 s 6; 1985 c 282 s 1,2; 1Sp1985 c 14 art 9 s 75; 1994 c 483 s 1; 1Sp1995 c 3 art 16 s 13; 1Sp1998 c 1 art 1 s 1,2; 2003 c 130 s 12; 2005 c 98 art 1 s 24; 2008 c 361 art 3 s 11; 2014 c 291 art 11 s 7

### 256E.31 COMMUNITY ACTION AGENCIES.

**Subdivision 1. In general.** A community action agency is a political subdivision of the state, a combination of political subdivisions, a public agency, or a private nonprofit agency which has the authority under its applicable charter or laws to receive funds under section 256E.30 to support community action programs as described in section 256E.32 and which was designated as an eligible entity under the Community Services Block Grant Act, Public Law 97-35, section 673(1), 95 Stat. 357, 512 (1981), as amended by, Act of October 30, 1984, Public Law 98-558, section 202, 98 Stat. 2878, 2884 (1984). For purposes of this subdivision, "eligible entity" also means any community action agency which qualified under all federal and state regulations applicable during the period from 1981 to September 30, 1984.

**Subd. 2. Designation and recognition.** To obtain recognition by the governor a community action agency must be designated by a political subdivision having jurisdiction over the entire area to be served by the agency. To designate a community action agency, the political subdivision must hold a public hearing, pass a resolution to designate, and file a “notice of intent to designate” and eligibility documents with the state office of economic opportunity for final review and authorization for a new community action agency.

**Subd. 3. Administering board.** Each community action agency shall administer its community action programs through a community action board consisting of 15 to 51 members.

(a) One-third of the members of the board shall be elected public officials, currently holding office, or their representatives.

(b) At least one-third of the members shall be persons chosen in accordance with democratic selection procedures adequate to assure that they are representative of the poor in the area served.

(c) The other members shall be officials or members of business, industry, labor, religious, welfare, education, or other major groups and interests in the community. Each member of the board selected to represent a specific geographic area within a community must reside in the area represented.

(d) The public community action agency shall have an administering board which meets the requirements of this subdivision.

(e) The statewide migrant seasonal farmworker organization known as the Minnesota Migrant Council and Indian reservations carrying out community action programs are exempt from the board composition requirements of this subdivision.

**Subd. 4. Delegation of powers.** If a community action agency places responsibility for major policy determinations with respect to the character, funding, extent, and administration of and budgeting for programs to be carried on in a particular geographic area within the community in a subsidiary board, council, or similar agency, that board, council, or agency shall be broadly representative of the area.

**Subd. 5. Local participation.** Each community action agency shall consult neighborhood based organizations composed of residents of the area or members of the groups served to assist the agency in the planning, conduct, and evaluation of components of the community action program.

**Subd. 6. Functions; powers.** A community action agency shall:

(a) Plan systematically for an effective community action program; develop information as to the problems and causes of poverty in the community; determine how much and how effectively assistance is being provided to deal with those problems and causes; and establish priorities among projects, activities and areas as needed for the best and most efficient use of resources;

(b) Encourage agencies engaged in activities related to the community action program to plan for, secure, and administer assistance available under section 256E.30 or from other sources on a common or cooperative basis; provide planning or technical assistance to those agencies; and generally, in cooperation with community agencies and officials, undertake actions to improve existing efforts to reduce poverty, such as improving day-to-day communications, closing service gaps, focusing resources on the most needy, and providing additional opportunities to low-income individuals for regular employment or participation in the programs or activities for which those community agencies and officials are responsible;

(c) Initiate and sponsor projects responsive to needs of the poor which are not otherwise being met, with particular emphasis on providing central or common services that can be drawn upon by a variety of related programs, developing new approaches or new types of services that can be incorporated into other programs, and filling gaps pending the expansion or modification of those programs;

(d) Establish effective procedures by which the poor and area residents concerned will be enabled to influence the character of programs affecting their interests, provide for their regular participation in the implementation of those programs, and provide technical and other support needed to enable the poor and neighborhood groups to secure on their own behalf available assistance from public and private sources;

(e) Join with and encourage business, labor and other private groups and organizations to undertake, together with public officials and agencies, activities in support of the community action program which will result in the additional use of private resources and capabilities, with a view to developing new employment opportunities, stimulating investment that will have a measurable impact on reducing poverty among residents of areas of concentrated poverty, and providing methods by which residents of those areas can work with private groups, firms, and institutions in seeking solutions to problems of common concern.

Community action agencies, migrant and seasonal farmworker organizations, and the Indian reservations, may enter into cooperative purchasing agreements and self-insurance programs with local units of government. Nothing in this section expands or limits the current private or public nature of a local community action agency.

(f) Adopt policies that require the agencies to refer area residents and community action program constituents to education programs that increase literacy, improve parenting skills, and address the needs of children from families in poverty. These programs include, but are not limited to, early childhood family education programs, adult basic education programs, and other lifelong learning opportunities. The agencies and agency programs, including Head Start, shall collaborate with child care and other early childhood education programs to ensure smooth transitions to work for parents.

**Subd. 7. Agencies as local providers.** Agencies defined by this section shall be considered among local providers of outreach services and activities for all antipoverty efforts.

**Subd. 8. Categorical funds.** Federal antipoverty categorical funds consolidated into block grants to the state of Minnesota shall be designated by the state for antipoverty purposes.

History: 1981 c 367 s 3; 1982 c 571 s 4-8; 1985 c 282 s 3; 1986 c 411 s 1,2; 1987 c 403 art 2 s 133; 1994c 632 art 4 s 65; 1Sp1995 c 3 art 16 s 13; 1997 c 162 art 2 s 25; 1Sp1998 c 1 art 1 s 3; 2005 c 98 art 1 s 24

## **256E.32 COMMUNITY ACTION PROGRAMS.**

**Subdivision 1. In general.** A community action program is a community based and operated program which:

(1) includes or is designed to include a sufficient number of projects or components to provide, in sum, a range of services and activities having a measurable and potentially major impact on causes of poverty in the community or those areas of the community where poverty is a particularly acute problem;

(2) has been developed, and which organizes and combines its component projects and activities, in a manner appropriate to carry out all the purposes of sections 256E.30 to 256E.32; and

(3) conforms to any other supplementary criteria as the governor may prescribe consistent with the purposes and provisions of sections 256E.30 to 256E.32.

**Subd. 2. Components.** The components of a community action program shall be designed to assist participants, including homeless individuals and families, migrant and seasonal farmworkers, and the elderly poor to achieve increased self-sufficiency and greater participation in the affairs of the community by providing services and programs not sufficiently provided in the community by any governmental unit, any public institution, or any other publicly funded agency or corporation. Community action agencies, governmental units, public institutions or other publicly funded agencies or corporations shall consult on whether or not a program or service is sufficiently provided in the community.

**Subd. 3. Administration.** Components of a community action program may be administered by the community action agency when consistent with sound and efficient management and applicable law, or by other agencies. They may be projects eligible for assistance under section 256E.30, or projects assisted from other public or private sources; and they may be either specially designed to meet local needs, or designed pursuant to the eligibility standards of a state or federal program providing assistance to a particular kind of activity which will help in meeting those needs.

**Subd. 4. Data classification.** Data collected on individuals from which the identity of any individual receiving services may be determined are private data on individuals as defined in section 13.02.

History: 1981 c 367 s 4; 1982 c 571 s 9; 1Sp1995 c 3 art 16 s 13; 1Sp1998 c 1 art 1 s 4; 2000 c 468s 21; 2005 c 98 art 1 s 24

# Minnesota Community Action Programs State Rule

## CHAPTER 9571

### DEPARTMENT OF HUMAN SERVICES COMMUNITY ACTION PROGRAMS

#### 9571.0010 PURPOSE.

#### 9571.0020 DEFINITIONS.

#### 9571.0030 DESIGNATION OF COMMUNITY ACTION AGENCIES.

#### 9571.0040 RECOGNITION OF COMMUNITY ACTION AGENCIES.

#### 9571.0050 CESSATION AND CHANGE OF DESIGNATION.

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#### 9571.0080 DUE DATES FOR MONTHLY, PERIODIC, AND FINAL REPORTS.

#### 9571.0090 WITHHOLDING OF CASH DISBURSEMENTS.

#### 9571.0100 PROGRAM GUIDELINES AND ELIGIBLE ACTIVITIES.

#### 9571.0110 PARTICIPATION BY LOW-INCOME PERSONS.

#### 9571.0120 LOCAL PLANNING PROCESS.

#### 9571.0130 EVALUATION PROCESS.

#### 9571.0140 ADMINISTRATION OF GRANTS.

#### 9571.0150 GRANT APPLICATIONS.

#### 9571.0160 SUBGRANTEES.

#### 9571.0170 RECORD KEEPING.

#### 9571.0180 MONITORING.

#### 9571.0010 PURPOSE.

This chapter establishes procedures to recognize and fund community action programs. Entities eligible to receive, recognize, and operate community action programs include community action agencies, Indian tribal governments, and migrant and seasonal farmworker organizations.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

#### 9571.0020 DEFINITIONS.

**Subpart 1. Scope.** The terms used in this chapter have the meanings given them in this part.

**Subp. 2. Act.** “Act” means Minnesota Statutes, sections 256E.30 to 256E.32.

**Subp. 3. Applicant.** “Applicant” means a community action agency, an Indian tribal government, or a migrant and seasonal farmworker organization, which applies for a grant under the act from the department to fund a community action program.

**Subp. 4. Cessation.** “Cessation” means a voluntary end to the performance of all community action program services by a community action agency in a service area as provided for in part 9571.0050 and the removal of the agency’s designation for the entire area that does not create the right of appeal.

**Subp. 5. Commissioner.** “Commissioner” means the commissioner of the Minnesota Department of Human Services.

**Subp. 6. Community.** “Community” means the people to be served by the community action agency, Indian tribal government, or migrant and seasonal farmworker organization in its service area.

**Subp. 7. Community action agency.** “Community action agency” means an entity that:

A. has the authority to receive funds under Minnesota Statutes, section 256E.30, to support community action programs as described in Minnesota Statutes, section 256E.32;

B. has previously been determined eligible under federal law and regulations or is eligible under federal law and regulations; and C. has previously been designated and recognized or is designated as provided under part 9571.0030 and recognized as provided under part 9571.0040.

**Subp. 8. Community action program.** “Community action program” means activities consistent with Minnesota Statutes, section 256E.32.

**Subp. 9. Community services block grant.** “Community services block grant” means federal funds authorized by United States Code, title 42, chapter 106, sections 9901-9926, and disbursed to grantees by the formula in the act.

**Subp. 10. Denial.** “Denial” means the department’s rejection of a proposed application for grant funds due

to the applicant's failure to meet the requirements of part 9571.0150, subpart 5.

**Subp. 11. Department.** "Department" means the Minnesota Department of Human Services.

**Subp. 12. Designation.** "Designation" means selection of an entity as a service area's exclusive community action agency by a governing body after a public hearing has been held.

**Subp. 13. Designee.** "Designee" means an entity nominated by a governing body to become a community action agency.

**Subp. 14. Governing body.** "Governing body" means the elected governmental authority of a political subdivision, as defined in subpart 19, which has the power to designate a community action agency.

**Subp. 15. Grant.** "Grant" means an allocation of Minnesota community action grant or community services block grant funds or both to an applicant in support of a community action program described in the application, approved by the department, and embodied in a grant contract.

**Subp. 15a. Grant contract.** "Grant contract" means a written instrument that defines the legal relationship between the department and a grantee when the principal purpose of the relationship is to transfer Minnesota community action grant funds or community services block grant funds or both to the grantee to support a community action program. The grant contract must contain the following contract clauses:

- A. how often the grantee must submit client and fiscal performance reports and financial status reports;
- B. audit requirements as specified by state and federal law;
- C. that any alteration to the grant contract and its attachments must be made in writing and executed by the same parties who executed the original grant contract, or their successors in office; and
- D. how long records must be kept by the grantee according to state and federal law.

**Subp. 16. Grantee.** "Grantee" means a community action agency, an Indian tribal government, or a migrant and seasonal farmworker organization, whose application to receive Minnesota community action grant money or community service block grant money, or both, has been approved by the department.

**Subp. 17. Local unit of government.** "Local unit

of government" means counties, Indian tribal governments, cities, and townships.

**Subp. 18. Minnesota community action grant.** "Minnesota community action grant" means state appropriated funds disbursed to grantees by the formula in the act.

**Subp. 19. Political subdivision.** "Political subdivision" means a local unit of government that has jurisdiction over the entire area served by a community action agency. Under no circumstances will the governmental unit be smaller than a county unless the service area of the community action agency coincides with the jurisdictional boundaries of the local unit of government.

**Subp. 20. Recognition.** "Recognition" means a process of:

- A. review by the department to assure compliance with applicable state and federal law and the designation procedures in part 9571.0040, subpart 1;
- B. referral to the governor of the department's request for recognition in part 9571.0040, subpart 3; and
- C. approval by the governor of the request for recognition.

**Subp. 21. Service area.** "Service area" means the geographic boundaries in which a community action agency is designated to operate.

**Subp. 22. Subgrantee.** "Subgrantee" means any entity that a grantee contracts to perform some or all of the community action program services authorized under a grant.

**Subp. 23. Termination.** "Termination" means the involuntary and permanent elimination of or reduction in available grant money to a grantee that gives rise to a grantee's right of appeal under part 9571.0060, subpart 5, and which may also coincide with the removal of a community action agency's designation or recognition.

**Subp. 24. Withholding.** "Withholding" means the department's reservation of funds available under a grant as provided in part 9571.0090 until corrective action by a grantee has successfully remedied a defect identified by the department.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; L 1994 c 483 s 1; L 1998 c 397 art 11 s 3; L 2005 c 98 art 1 s 24; L 2005 c 112 art 2 s 41; 33 SR 1300  
Posted: February 6, 2009

## 9571.0030 DESIGNATION OF COMMUNITY ACTION AGENCIES.

**Subpart 1. Authority to designate.** The designation of a community action agency must be made by the political subdivision or combination of political subdivisions having jurisdiction over the entire area to be served. A designation must be made by the governing body of a political subdivision whose boundaries are at least coextensive with the proposed service area. The power to designate may not be delegated.

**Subp. 2. Notice and documents.** Before a designee may be designated as a community action agency by a political subdivision, the governing body of the political subdivision having the requisite authority must prepare and file with the department a notice of intent to designate and eligibility documents applicable to the designee. The notice of intent to designate must state how the designee meets the requirements for an eligible entity established under the Community Services Block Grant Act. Eligibility documents are the following:

- A. evidence of designee's incorporation or proposed efforts toward incorporation, if applicable;
- B. evidence of tax exempt status or proposed efforts toward achieving tax exempt status, if applicable;
- C. assurance of compliance with the act, including requirements for the composition of the designee's existing or proposed board of directors;
- D. a statement that describes the proposed area to be served; and
- E. a proposed mission statement.

**Subp. 3. Notice of public hearing.** After the notice of intent to designate and the eligibility documents have been filed with the department, the governing body must hold a public hearing on the proposed designation. Notice of the hearing must be given according to items A to D.

- A. At least 30 calendar days before the hearing date, the governing body must send a copy of the notice of intent to designate and information on the date, time, location, and subject matter of the public hearing to all local units of government within the designee's intended service area. During the 30 days before the hearing, the affected local units of government will have an opportunity to respond in writing to the proposed designation. All comments received will be included in the official record of the hearing.

B. During the 30-day period and at least ten calendar days before the hearing, the governing body must also publish a notice of public hearing in a daily newspaper of general circulation at the county seat of each county in the designee's proposed service area. The published notice must describe the time, date, location, and subject matter of the public hearing.

C. The governing body must inform the department of the public hearing at least 30 calendar days before the hearing date.

D. Within the 30-day period and at least ten calendar days before the public hearing, the department must mail notice of the public hearing to all low-income households identified in the proposed service area. This mailed notice must contain the date, time, location, and subject matter of the public hearing. Identified low-income households are those specified on the previous community action agency's list or lists of clients.

**Subp. 4. Public hearing.** A public hearing must be held 30 calendar days before designation may occur. If the area to be served by the designee includes more than one county, a public hearing in conformity with this part must be held in each county to be served.

**Subp. 5. Hearing procedure.** The governing body will appoint a presiding officer to conduct the public hearing. The governing body, however, may not appoint one of its current members as the presiding officer. The presiding officer will not have a vested interest in the outcome of the proposed designation and will ensure that all persons involved in the hearing are treated fairly and impartially. At the public hearing, the representative of the designee and a representative of the governing body will make an affirmative presentation of facts establishing the designee's qualifications, expertise, and experience in providing community action program services to low-income people. Furthermore, the designee's representative will describe the mission of the community action program, the focus and direction of proposed services, and the goals for outreach to and participation by low-income people. The designee may rely upon facts presented by others on the record during the hearing to support its proposed designation. At the hearing, any interested person will be given the opportunity to present testimony and to ask questions of the designee's representative and of the governing body's representative. Furthermore, any interested party may submit written comments or exhibits.

**Subp. 6. Official record.** An official record of the hearing consisting of an electronic recording and minutes of the proceedings must be kept. The official record must also include all testimony, written comments, and exhibits received pertaining to the proposed designation. The hearing record must remain open to receive written comments and exhibits for 20 calendar days following the date of hearing.

**Subp. 7. Official resolution.** Once the official record of the public hearing is received and 30 calendar days have passed from the date of the hearing, the governing body may act to designate the designee as a community action agency. The governing body must pass a resolution designating the designee as a community action agency if after review of the official record the governing body finds that:

- A. the opinion of the community was fairly and impartially expressed;
- B. the opinion of low-income people in particular was actively encouraged, representatively sampled, and fairly expressed during the whole process;
- C. the designee established the qualifications, expertise, and experience necessary to be an effective community action agency; and
- D. the designee's proposed mission, services, and goals were supported by testimony and written comments received as a result of the public hearing process.

**Subp. 8. Review by department.** Before provisional recognition may occur in part 9571.0040, subpart 1, the governing body must have submitted to the department for review copies of the following documents:

- A. eligibility documents required in subpart 2;
- B. official resolution of the governing body designating the designee;
- C. notices of public hearing and a list of all publications and dates of publication of notices of hearing;
- D. list of all local units of government sent copies of the notice of intent to designate and the notice of public hearing, including any responses received;
- E. affidavit of service of the notice of public hearing upon low-income households identified in the service area; and
- F. official record of the hearing.

**Subp. 9. Costs.** Costs attributable to the designation

process, including costs associated with public hearings other than contested case hearings, are the responsibility of the governing body.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300

Posted: February 6, 2009

## **9571.0040 RECOGNITION OF COMMUNITY ACTION AGENCIES.**

**Subpart 1. Provisional recognition.** The department will provisionally recognize a designation if the department establishes compliance with applicable state law, federal law, all the designation requirements of part 9571.0030, and, where applicable, with the change of designation requirements of part 9571.0050. Provisional recognition may occur within 60 calendar days of the department's receipt of the documents required in part 9571.0030, subpart 8, an approved transition plan, where applicable, as specified in part 9571.0050, subpart 4, and the most current copies of the following:

- A. articles of incorporation and bylaws;
- B. Internal Revenue Service certificate of 501(c)(3) tax exempt status and Minnesota Department of Revenue certificate of tax exempt status where applicable to nonprofit community action agencies; and
- C. list of board of directors, including their addresses and telephone numbers, that indicates officers and committee memberships, and the sector each director represents. If the department finds noncompliance it must inform both the governing body and the designee within the 60-day period and, if possible, offer remedies for achieving compliance.

**Subp. 2. Governor's recognition.** After the requirements in subpart 1 have been met and the department has provisionally recognized a designation, the department will request recognition by the governor.

**Subp. 3. Maintenance of recognition records.** To maintain recognition, a community action agency must maintain the following records and make current copies available to the department as requested:

- A. articles of incorporation with any amendments and bylaws with any amendments;
- B. Internal Revenue Service certificate of 501(c)(3) tax exempt status and Minnesota Department of Revenue certificate of tax exempt status where applicable to nonprofit community action agencies;

C. list of board of directors, including their addresses and telephone numbers, that indicates officers and committee memberships, tenure on the board, and the sector each director represents as required by the act;

D. board minutes of the past year and latest annual corporate report;

E. organizational chart, personnel policies, data privacy policies, affirmative action plan, voter registration plan, and client service appeals policy; and

F. the planning and evaluation processes described in parts 9571.0120 and 9571.0130.

**Subp. 4. Merging of designated and recognized community action agencies.** Two or more community action agencies previously designated by one or more governing bodies and recognized by the state may seek approval to merge their organizations. The boards of directors of the community action agencies seeking to merge must:

A. notify the department of their intent to merge;

B. submit to the department a transition plan for the composition of the board of directors, the leadership and staffing of the merged agency, and the uninterrupted continuation of services; and

C. provide documentation showing that the board of directors of each community action agency involved in the proposed merger supports the merger.

**Subp. 5. Review and approval of merger transition plan.** The department has 60 days from the date of receipt of the transition plan to either approve or disapprove the plan. The department may request additional information and meetings with the boards of directors or their representatives and with the leadership of the agencies. The department will consider the proximity of the service areas and the priorities listed in part 9571.0050, subpart 2, when it reviews proposed merger plans. If the transition plan is not approved, the department must provide written comments and the options for remedy of the department's concerns. The boards of directors may submit a subsequent transition plan consistent with the department's comments.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

## 9571.0050 CESSATION AND CHANGE OF DESIGNATION.

**Subpart 1. Circumstances for cessation.** A governing body may change its designation of a community action agency to serve the area under its jurisdiction after a request to cease all community action program operation in the entire area has been received from the designated community action agency.

**Subp. 2. Priority among possible designees.** A governing body may choose a designee under this part, in descending order of priority, by:

A. requesting an existing community action agency that is located and is providing services in a contiguous area to expand its program operations into the service area;

B. requesting an existing community action agency closest to the service area or an existing community action agency within reasonable proximity to the service area to expand its program operations into the service area, if no existing community action agency in a contiguous area agrees to expand its operations; and

C. nominating any entity eligible or potentially eligible to be designated under federal law and regulations and to be recognized under part 9571.0040, when no community action agency accepts the request to operate in the service area.

**Subp. 3. Procedure.** The governing body must follow the procedure in part 9571.0030 in order to change designation and must also prepare a transition plan for continuation of community action program services. The governing body must submit the transition plan to the department simultaneously with the notice of intent to designate. In addition to the notice requirements in part 9571.0030, subpart 3, the governing body must also serve copies of the notice of intent to designate and the notice of public hearing upon any existing community action agency concurrently operating in the same political subdivision and all subgrantees in the service area. Upon request, copies of the designee's eligibility documents and the transition plan must be made available by the governing body to any interested party.

**Subp. 4. Additional review by department.** In addition to the review requirements in part 9571.0030, subpart 8, the department must also review the transition plan for service delivery in the interim before the governor's recognition as provided in part 9571.0040, subpart 2. The department has 30 calendar days from the date of receipt of the transition plan to either

approve or disapprove of the plan. If the transition plan is not approved, the governing body may not proceed to designate a community action agency under the procedure of part 9571.0030. Without an approved transition plan in operation, the department will not forward to the governor a request for recognition as provided in part 9571.0040. If the transition plan is not approved, the governing body may submit a subsequent transition plan consistent with the department's comments. Along with the transition plan, the department must also receive evidence of service of additional notice on interested parties as required in subpart 3.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

## **9571.0060 TERMINATION FOR CAUSE.**

**Subpart 1. Cause.** A community action agency's funding, as well as its designation or recognition, will be terminated for cause. An Indian tribal government's or a migrant seasonal farmworker organization's funding will be terminated for cause. There may be multiple causes which apply. Termination for cause includes the following:

- A. actions threatening imminent danger to health or safety of members of the community;
- B. failure to involve low-income people in planning, oversight, and evaluation of programs and services;
- C. violation of the terms of the grant contract by the grantee including:
  - (1) failure to maintain financial procedures, reports, and audits according to part 9571.0140, subparts 1 and 2;
  - (2) failure to maintain recognition according to part 9571.0040, subpart 3; and
  - (3) failure to follow the requirements of federal and state laws;
- D. failure to remedy a defect after withholding or funding termination as provided in part 9571.0090, subparts 2 and 4; or
- E. denial of an application as provided in part 9571.0150, subpart 5.

**Subp. 2. Termination by governing body of community action agency designation.** A governing body may terminate a community action agency's designation for cause under subpart 1, item A or B.

- A. The governing body must follow the steps in ubitems (1) to (4):

(1) adopt termination as the official action;

(2) notify the department of its intent to terminate the community action agency's designation;

(3) serve notice of termination upon the community action agency to be terminated and provide a copy to the department. The notice of termination must:

(a) explain the cause for termination;

(b) describe how the community action agency's funding may be affected; and

(c) provide a description of the community action agency's appeal rights according to subpart 5; and

(4) prepare a transition plan for phasing out currently provided services and for substituting services in the interim until a successor community action agency is recognized. The transition plan must be provided to the department no later than the close of the contested case hearing on the appeal of the terminated community action agency or, if no hearing is held, filing with the department the notice of intent to designate a successor community action agency. The department must approve the plan as well as the interim community action agency providing community action program services.

B. The department will notify low-income households of the termination. Upon request from the department, the community action agency must provide its current list or lists of identified low-income households to the department. Identified low-income households are those specified on the community action agency's list or lists of clients.

C. If a community action agency's designation is terminated and the community action agency's appeal rights have also been exhausted, the department must terminate funding. Where the department intervenes as a party in a contested case concerning termination of designation, funding by the department may be immediately terminated.

**Subp. 3. Termination by department of community action agency funding or recognition.** The department may terminate for cause a community action agency's funding or recognition or both under subpart 1.

A. The department may terminate all or part of current or future funding for a community action agency. If the department terminates all future

funding, it must also terminate a community action agency's recognition. If the department terminates a community action agency's recognition it must also terminate funding.

B. If the department decides to terminate a community action agency's funding or recognition, it will serve notice of termination upon the community action agency to be terminated and provide a copy to the governing body. The notice of termination must:

- (1) explain the cause for termination;
- (2) describe how the funding may be affected; and
- (3) provide a description of the community action agency's appeal rights according to subpart 5.

C. The department will notify identified low-income households of the termination. Upon request from the department, the community action agency must provide its current list or lists of identified low-income households to the department. Identified low-income households are those specified on the community action agency's list or lists of clients.

**Subp. 4. Termination by department of Indian tribal government or migrant and seasonal farmworker organization funding.** The department may terminate for cause an Indian tribal government's or migrant and seasonal farmworker organization's funding under subpart 1. The department may terminate all or part of current or future funding for an Indian tribal government or migrant and seasonal farmworker organization.

A. If the department decides to terminate an Indian tribal government's or migrant and seasonal farmworker organization's funding, it will serve notice of termination upon the Indian tribal government or migrant and seasonal farmworker organization to be terminated and provide a copy to the tribal council or the migrant and seasonal farmworker organization's board of directors. The notice of termination must:

- (1) explain the cause of termination;
- (2) describe how the funding may be affected; and
- (3) provide a description of the Indian tribal government's or migrant and seasonal farmworker organization's appeal rights according to subpart 5.

B. The department will notify identified low-income households of the termination. Upon request from the department, the Indian tribal government or migrant and seasonal farmworker organization must provide its current list or lists of identified low-income households to the department. Identified low-income households are those specified on the Indian tribal government's or migrant and seasonal farmworker organization's list or lists of clients.

**Subp. 5. Appeal procedure.** If, after receipt of the notice of termination, a grantee is aggrieved, the grantee may request a contested case hearing from the department within 30 calendar days of the receipt of the notice. If the grantee's request for a contested case hearing is not received by the department during the 30-day period the grantee loses its right of appeal under this subpart. The hearing will be initiated and conducted according to parts 1400.8505 to 1400.8612 unless the grantee objects within ten business days. If the grantee objects, the hearing will be conducted according to parts 1400.5010 to 1400.8401. The request for a contested case hearing before an administrative law judge must be in writing. As provided for in part 1400.6200 or 1400.8570, the department will have the right to intervene as a party in a contested case hearing on termination of designation by a governing body.

**Subp. 6. Federal appeal rights.** Federal appeal rights may also exist for an aggrieved grantee under the Community Services Block Grant Act, United States Code, title 42, chapter 106, section 9915, subsection (b).

**Subp. 7. Successor.** If a community action agency's designation or recognition is terminated, the governing body will follow the priority guidelines in part 9571.0050, subpart 2, and the procedure in part 9571.0030 to designate a successor.

**Subp. 8. Costs.** Only costs directly attributable to the contested case hearing process in subpart 5 are the responsibility of the department.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

## 9571.0070 ALLOCATION OF FUNDS.

**Subpart 1. Formula.** The department will allocate funds under the act according to the formula in Minnesota Statutes, section 256E.30, subdivision 2.

**Subp. 2. Poverty level population.** For purposes of the formula in subpart 1, the poverty level population will be based on Department of Commerce, Bureau of the Census, statistics, as revised.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; L 1998 c 397 art 11 s 3; L 2005 c  
98 art 1 s 24; 33 SR 1300  
Posted: February 6, 2009

### **9571.0080 DUE DATES FOR MONTHLY, PERIODIC, AND FINAL REPORTS.**

Monthly, periodic, and annual reports are due on the dates specified in the grant contract. If reports are delinquent, incomplete, or inaccurate, the department must proceed to withhold available funds from a grantee under part 9571.0090.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

### **9571.0090 WITHHOLDING OF CASH DISBURSEMENTS.**

**Subpart 1. Circumstances for withholding.** The department will withhold cash disbursements available for drawdown under a grant, wherever appropriate, in lieu of termination under part 9571.0060 if a grantee is not:

- A. complying with the reporting requirements of the grant as required by its grant contract with the department;
- B. following its submitted and approved work plan or budget or both;
- C. fulfilling the terms of its grant contract; or
- D. maintaining recognition as provided in part 9571.0040, subpart 3.

**Subp. 2. Notice, of withholding.** Before withholding cash disbursements, the department will notify the grantee of its defective action or omission, inform the grantee of potential withholding and specify a reasonable date by which corrective action should occur. The specified date must be at least ten working days from the date of the grantee's receipt of the notice of withholding. If the defect is not remedied satisfactorily by the date specified in the notice, the department will begin to withhold available funds after that date. Upon remedying the defect, the department will reimburse the grantee for the time period between the date of the withholding in the notice to the date the defect was remedied if the grantee submits a cash request, with documentation, that clearly substantiates that expenses were used by the grantee to perform services according to the grant contract.

**Subp. 3. Conversion option.** During any time within 90 calendar days following the department's actual withholding of funds, the grantee may, at its option, convert the withholding to a termination under part 9571.0060, subpart 1, item C, with right to a contested case hearing. A grantee must request in writing both a conversion to termination and a contested case hearing. After receipt of a grantee's request for conversion to termination and a contested case hearing, the department must initiate a contested case hearing and the department must initiate contested case proceedings as provided in part 9571.0060, subpart 5. The department will also send the grantee a notice of termination and comply with the other procedural requirements of part 9571.0060, subpart 3 or 4.

**Subp. 4. Notice and termination.** If the grantee has not exercised its right of conversion during 90 days of withholding and if the defect has not been remedied during 90 days of withholding, the department will proceed under part 9571.0060, subpart 1, item D, to terminate the grantee's available funding for a period covering the total of:

- A. the time during which the funds have been withheld; and
- B. the time remaining before the grant expires. The department must first issue a final notice ten calendar days before proceeding to termination under part 9571.0060. If following a period of funding termination for failure to remedy a defect, the grantee has still not successfully remedied the identified defect, the department will deny subsequent applications by the grantee under part 9571.0150, subpart 5, item D, until corrective action has occurred.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

### **9571.0100 PROGRAM GUIDELINES AND ELIGIBLE ACTIVITIES.**

**Subpart 1. Program guidelines.** Each community action program must:

- A. be of benefit to low-income persons;
- B. represent progress toward the elimination of poverty;
- C. utilize resources from other programs operating in the service area; and
- D. be of sufficient scope and size for maximum effectiveness and efficiency.

**Subp. 2. Eligible grant activities.** A variety of activities as determined by the local planning process may be included in a community action program funded by a grant. Eligible activities are those designed to help low-income persons to:

- A. secure and retain meaningful employment;
- B. attain an adequate education;
- C. obtain and maintain adequate housing and a suitable living environment;
- D. make better use of available income;
- E. obtain emergency assistance through loans or grants;
- F. meet immediate and urgent individual and family needs, including the need for health services, nutritious food, housing, and employment-related assistance;
- G. remove obstacles and solve problems which block the achievement of self-sufficiency;
- H. achieve greater participation in the affairs of the community; and I. make more effective use of other programs related to the purposes of the Community Services Block Grant Act.

**Subp. 3. Federal prohibitions.** Activities ineligible for funding with community services block grant money are those listed in the community services block grant state plan. A copy of the community services block grant state plan is available by request from the Department of Human Services, Office of Economic Opportunity, P.O. Box 64962, St. Paul, MN 55164-0962.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; L 1994 c 483 s 1; L 2005 c 112 art 2 s 41; 33 SR 1300  
Posted: February 6, 2009

### **9571.0110 PARTICIPATION BY LOW-INCOME PERSONS.**

Grantees must ensure maximum feasible participation of low-income persons in the local planning process of part 9571.0120, the annual work plan of part 9571.0150, subpart 1, and the evaluation process of part 9571.0130. Each grantee must devise specific opportunities for involvement of low-income people in proposing, planning, approving, and evaluating the activities of community action programs.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

### **9571.0120 LOCAL PLANNING PROCESS.**

Each grantee must develop and maintain a written plan for submission to the department as part of its grant application. The plan must include a description of how the local planning process will be implemented, how the grantees will publicize major planning activities to encourage community participation, and how the grantee will involve low-income persons in the planning process. Each work plan submitted as part of a grant application under part 9571.0150, subpart 1, must be consistent with, and complementary to, this local planning process. The local planning process of a grantee includes the following activities:

- A. develop a mission statement which defines the overall grantee's purposes and which represents the views and opinions of the grantee's board of directors or tribal council, low-income groups, and representatives of the community;
- B. identify and analyze community needs in order to respond to the poverty in the community and its causes;
- C. assess available resources from both the public and private sectors which are available to solve the causes of poverty;
- D. establish priorities and set goals for the program year;
- E. develop strategies, to implement the specified goals;
- F. identify programs to achieve the specified goals;
- G. select the program or combination of programs to be undertaken during a program year; and
- H. analyze evaluation and monitor information to influence the structure of future programming.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

### **9571.0130 EVALUATION PROCESS.**

Each grantee must develop and maintain a written process for evaluating its own community action program using the results of the evaluation to influence the grantee's future planning. The grantee must involve low-income persons in the evaluation process. The written evaluation process must be approved by the grantee's board of directors or tribal council. The written evaluation process must be maintained and available to the department upon request in order to maintain community action agency recognition under part 9571.0040, subpart 3.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

## 9571.0140 ADMINISTRATION OF GRANTS.

**Subpart 1. Grantee financial control system.** Grantees must establish and use a financial control system that complies with federal and state reporting and fiscal procedures and the grant contract.

**Subp. 2. Grantee audit.** Each grantee must follow the audit requirements contained in the grant contract with the department.

**Subp. 3. Alterations.** A grantee must obtain prior written approval from the department before changing its work plan and budget as described in its grant contract.

Statutory Authority: MS s 256.01; 268.0122; 268.021  
History: 16 SR 2319; 33 SR 1300  
Posted: February 6, 2009

## 9571.0150 GRANT APPLICATIONS.

**Subpart 1. Forms and documents.** Forms necessary for completion of the application will accompany the guidelines mailed to all grantees. Assistance in completing the forms may be requested directly from the department at its central office. A grantee will submit to the department a work plan and budget on forms supplied by the department as part of the grant application process.

**Subp. 2. Waiver of application deadline.** Upon written request, the department may waive the application deadline and allow an applicant to submit its grant application after that date. A request for a waiver must be signed by the chair of the applicant's board of directors or chair of the tribal council and contain justification for a waiver. The request for a waiver must be received by the department on or before the original application deadline. The department will respond to the request in writing. The department will grant a waiver if the grantee has shown good cause for why the application deadline was not met. If the department has determined that the grantee has shown good cause for missing the application deadline, the department will establish another deadline for receipt of the application.

**Subp. 3. Approval of application.** The department will review all submitted applications. When the department approves an application for a grant, it will provide written notification of approval to the applicant. Requests for cash cannot be processed until an application has been approved. After applications

have been approved, the department and the applicant will enter into a grant contract.

**Subp. 4. Late, incomplete, or noncomplying application.** A previously funded grantee must submit an application within 45 calendar days of the application deadline or the waiver deadline established by the department, or the department will deny the application under subpart 5. If a submitted application remains incomplete or noncomplying for 30 calendar days after the department's request for a revision of the application, supplementary information, or other required documents or 45 calendar days from the application deadline or the waiver deadline, whichever period is greater, the department will deny the application under subpart 5.

**Subp. 5. Denial of application.** Before the department denies an application, it will, as soon as possible, provide written notification of the deficiency leading to a possible denial and, where appropriate, request a revision of the application, supplementary information, or other required documents. An application will be denied if any of the following occur:

- A. application is submitted after the deadlines in subpart 4;
- B. applicant submits an incomplete application;
- C. applicant submits a noncomplying application where:
  - (1) applicant's annual work plan activities are:
    - (a) inconsistent with community action program activity as defined in the act and part 9571.0100;
    - (b) not demonstrative of participation by low income persons as required by part 9571.0110; or
    - (c) inconsistent with the local planning process in part 9571.0120;
  - (2) applicant cannot demonstrate adequate fiscal management capabilities as required in part 9571.0140; or
  - (3) applicant's budget does not support, or is inconsistent with, the work plan activities; or
- D. applicant, after a period of funding termination, has not remedied a defect that first led to withholding under part 9571.0090, subpart 2. The department's denial of an application based on items A, B, and C is cause for termination of available funds for two years under part 9571.0060, subpart 1, item E. Depending on the circumstances,

the department's denial of an application based on item D is cause for termination of available funds for two years under part 9571.0060, subpart 1, item E.

Statutory Authority: MS s 256.01; 268.0122; 268.021

History: 16 SR 2319; 33 SR 1300

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### **9571.0160 SUBGRANTEES.**

All grantees will obtain written approval from the department before delegating any part of their service delivery to a subgrantee. Grantees must enter into contracts with subgrantees outlining which community action program services the subgrantees will provide. Subgrantees must meet the same reporting and fiscal requirements as grantees. Grantees are responsible for acts or omissions of their subgrantees.

Statutory Authority: MS s 268.0122; 268.021

History: 16 SR 2319; 33 SR 1300

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### **9571.0170 RECORD KEEPING.**

All records and books of account related to grants must be kept by the grantee for the time period specified in the grant contract.

Statutory Authority: MS s 256.01; 268.0122; 268.021

History: 16 SR 2319; 33 SR 1300

Posted: February 6, 2009

### **9571.0180 MONITORING.**

The department will perform on-site monitoring activities to ensure that grantees are in compliance with parts 9571.0010 to 9571.0180, the act, and other federal and state requirements.

Statutory Authority: MS s 256.01; 268.0122; 268.021

History: 16 SR 2319; 33 SR 1300

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# Minnesota Community Action Partnership

MCIT Building  
100 Empire Drive, Suite 202  
Saint Paul, MN 55103

**Phone:** (651) 645-7425

**Fax:** (651) 645-7399

**Website:** [www.minncap.org](http://www.minncap.org)

**Arnie Anderson, Executive Director**  
Phone: (651) 236-8574  
Email: [arnieanderson@minncap.org](mailto:arnieanderson@minncap.org)

**Bobby Benson, Deputy Director**  
Phone: 651-236-8575  
Email: [bobbybenson@minncap.org](mailto:bobbybenson@minncap.org)

**Leah Pauletti, Director of Operations**  
Phone: (651) 236-8577  
Email: [leahpauletti@minncap.org](mailto:leahpauletti@minncap.org)

## Office of Economic Opportunity Minnesota Department of Human Services

All email user names end with: @state.mn.us

<b>Mailing Address:</b>	<b>Barb Alt</b>	Contracts Coordinator	(651) 431-3884	barb.alt
PO Box 64962	<b>Sarah Aughenbaugh</b>	Food Programs	(651) 431-3825	sarah.aughenbaugh
St. Paul MN 55164-0962	<b>Kadra Bade</b>	Contracts & Budgets	(651) 431-3818	kadra.bade
	<b>Tom Balsley</b>	Homeless Programs	(651) 431-3823	tom.balsley
<b>Site Address:</b>	<b>Tikki Brown</b>	Director	(651) 431-3822	tikki.brown
444 Lafayette Road N	<b>Dina Chou</b>	Homeless Programs	(651) 431-3824	dina.chou
St. Paul MN 55155	<b>Amy Doyle</b>	SNAP Education	(651) 431-4939	amy.doyle
	<b>Andrew Grewell</b>	Community Action	(651) 431-3135	andrew.grewell
<b>Phone Numbers:</b>	<b>Amrita Vijay Jain</b>	Star of North Fellow	(651) 431-5378	amrita.jain
Toll Free: (877) 396-6383	<b>Mary Kuehn</b>	Cash Requests	(651) 431-3820	mary.kuehn
Main: (651) 431-3808	<b>Francie Mathes</b>	Homeless Programs	(651) 431-3814	francie.mathes
	<b>Ty Morris</b>	Food Programs/TEFAP	(651) 431-3821	ty.morris
<b>Website:</b>	<b>Roy Murphy</b>	Bonding	(651) 431-3883	roy.murphy
<a href="http://www.dhs.state.mn.us">www.dhs.state.mn.us</a>	<b>Jessica Rochester</b>	SNAP Education	(651) 431-3819	jessica.rochester
	<b>Courteney Roessler</b>	Food Programs/TEFAP	(651) 431-6309	courteney.roessler
	<b>Andrea Simonett</b>	Homeless Programs	(651) 431-6327	andrea.simonett
	<b>Di Vang</b>	SNAP Outreach	(651) 431-3816	di.vang
	<b>Isaac Wengerd</b>	Homeless Programs	(651) 431-3815	isaac.wengerd
	<b>Becky Wochnick</b>	Community Action	(651) 431-2084	rebecca.wochnick

