

EightCAP, Inc.



ANNUAL REPORT 2021-2022

**MAKING A
DIFFERENCE IN OUR
COMMUNITY**

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Web: www.8cap.org

Governing Board

(September 30, 2022)

EightCAP is governed by a 15-member board comprised of individuals from the low-income, public, and private sectors from Gratiot, Ionia, Isabella, and Montcalm counties. These individuals volunteer their time to lead the organization by establishing its mission and overseeing the programmatic, financial, and governance activities that EightCAP engages in.

Gratiot County

Gary Tegge, Consumer Sector (Chair)

Dr. Peggy Thelen, Private Sector

Jennifer Cook, Public Sector

Ionia County

Glenna Scofield, Consumer Sector

Ken Baker, Private Sector

Georgia Sharp, Public Sector

Isabella County

Steve Rivers, Consumer Sector

Kim Onstott, Private Sector

James Moreno, Public Sector (Treasurer)

Montcalm County

Renae Caudill, Consumer Sector (Secretary)

Dave Seppala, Private Sector

Jeremy Miller, Public Sector

At- Large

Mindy Train, Consumer Sector (Head Start Policy Council)

Doug McFadden, Private Sector (Vice-Chair)

Michele Ringle, Public Sector

Who We Are

Our Vision

The despair of poverty is replaced with the hope and comfort of opportunity for children, adults, and seniors in our community.

Our Mission

EightCAP, Inc. improves our community by collaborating with private, government, and community organizations to deliver programs that alleviate the causes of poverty and its effects allowing individuals to become self-sufficient.

Our Values

Responsibility | Ethics/Integrity | Transparency/Accountability | Community Development | Collaboration | Continuous Improvement | Innovation & Adaptability | Professional Growth | Diversity, Inclusion & Awareness

President's Introduction

Dear Friends:

The 2021-2022 year was spent adapting to our changing communities that were still suffering from the effects of the Pandemic. During this time, the Agency adopted new service delivery models, used technology to increase access points for services, and increased funding to provide continuous services that allowed children to keep learning and families to stay out of crisis. Through these difficult times, EightCAP, like the entire Community Action network, demonstrated its ability to be the trusted partner who can respond to and assist our most vulnerable neighbors. However, this work was not done alone. Developing partnerships for a collective impact is part of EightCAP's rich 56-year history. Collaboratively working with more than 400 partners, critical services were delivered to over 3,000 individuals that would bring stability and hope in these uncertain times.

This annual report brings forward that impact within the Gratiot, Ionia, Isabella, and Montcalm communities. However, it is more than just data. The numbers, stories, and financial investments highlight how every interaction becomes a chance to serve and make the world a better place.

I want to thank our dedicated and resilient staff for their service and for continuing to show up when they were needed most. I also want to thank our Board of Directors who provided strong leadership and support during these tumultuous times. As our communities continue to face uncertainty, one thing I am certain of is that Community Action will be ready to **make a difference in our community**.

Regards,

Lori Johnson

Lori Johnson, President

"Never miss a chance to make the world a better place, and recognize that every day brings a new chance, a chance to connect with others, a chance to grow, a chance to learn, a chance to teach, a chance to make a difference, a chance to change at least one person's world, and a chance to serve!"

--Sargent Shriver

Financial Highlights

Commodities (Value of commodities distributed)	\$ 134,836
Commodities (Value of commodities distributed) - Build Back Better – CARES (COVID-19)	17,988
Community Services Block Grant	721,261
Community Services Block Grant - CARES (COVID-19)	511,927
Community Services Emergency Fund	1,262
Court Appointed Special Advocate	179,327
Early Head Start	3,117,237
Early Head Start - CRRSA (COVID-19)	10,000
Early Head Start - American Rescue Plan (ARP) (COVID-19)	58,438
Emergency Food and Shelter National Board Program	1
Emergency Shelter Program (Salvation Army)	144,949
Family Re-Housing Program (HUD)	261,415
Foster Grandparents - Corporation for National Service	200,630
Foster Grandparents - Michigan Aging & Adult Services Agency	150,535
Greenville Optimist Camp for People with Disabilities	47,909
Head Start	7,083,509
Head Start - CRRSA (COVID-19)	113,866
Head Start - American Rescue Plan (ARP) (COVID-19)	298,948
Head Start - Child Care Food Program	371,073
Head Start - Great Start Readiness	134,416
HUD Continuum of Care (CofC)	159,714
Isabella County Ministerial Association	287
MDHHS Diaper Bank	20,139
Michigan Balance of State CofC	1,904
MSHDA Coordinated Entry System Services (HUD)	24,654
MSHDA CRF COVID Emergency Rental Assistance (CERA)	5,700,857
MSHDA Emergency Housing Voucher	4,046
MSHDA Emergency Solutions Grant	242,655
MSHDA Emergency Solutions Grant - CARES (COVID-19)	581,961
Senior Companion Program - Corporation for National Service	81,587
Senior Companion Program - Michigan Aging & Adult Services Agency	83,096
Supportive Services for Veterans Families	225,262
Threshold Academy Scholarship Fund	291
The Emergency Food Assistance Program	23,959
The Emergency Food Assistance Program - Build Back Better - CARES (COVID-19)	1,483
Veterans Support Fund	1,671
Walk for Warmth	13,427
Weatherization	412,601
Weatherization - Deferral Reduction	23,602
Weatherization - Energy Optimization	11,126
Weatherization - LIHEAP	658,283

TOTAL

\$21,832,132

Financial Highlights (cont'd)

FUNDING SOURCES

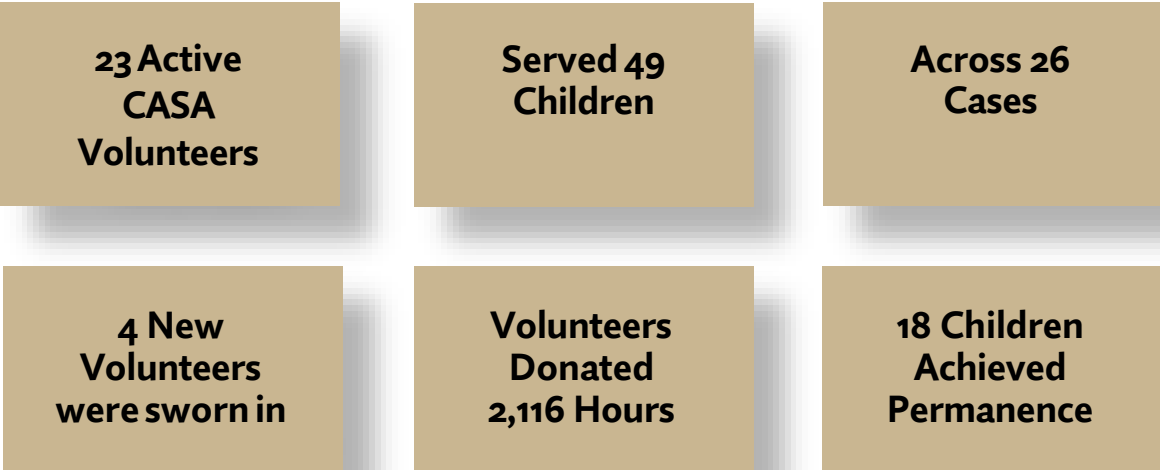
Consumers Energy
Corporation for National & Community Service
Donations from Area Businesses & Individuals
DTE Foundation
Extruded Aluminum Corporation
Greenville Area Community Foundation
Greenville Optimist Club
HomeWorks Tri-County Electric People Fund
Ionia County Intermediate School District
Isabella County Ministerial Association
Knights of Columbus
Meijer, Inc.
Michigan Aging & Adult Services Agency
Michigan Balance of State CofC
Michigan Court Appointed Special Advocates (CASA)
Michigan Department of Education
Michigan Department of Health & Human Services
Michigan State Housing Development Authority
Mid Michigan Community Action Agency
Montcalm County
Montcalm County Juvenile Court
Smiles for Life Foundation
The Salvation Army
U.S. Department of Health & Human Services
U.S. Department of Homeland Security
U.S. Department of Housing & Urban Development
United Way of Gratiot and Isabella Counties
United Way of Montcalm and Ionia Counties

ACRONYMS

CARES - Coronavirus Aid, Relief, and Economic Security
CofC - Continuum of Care
COVID-19 - Coronavirus Disease 2019
CRF - Coronavirus Relief Fund
CRRSA - Coronavirus Response and Relief Supplemental Appropriations
HUD - Housing & Urban Development
LIHEAP - Low Income Home Energy Assistance Program
MDHHS - Michigan Department of Health & Human Services
MSHDA - Michigan State Housing Development Authority

Operating Highlights

Court Appointed Special Advocate (CASA)



Montcalm CASA prioritized community engagement while strengthening and building collaborative partnerships during this program year. We hosted 9 guest speakers at monthly CASA volunteer meetings during 2022 to provide relevant training and foster alliances. We participated in 16 community events and speaking opportunities to explain and promote the services we offer.

Montcalm CASA transitioned to the data management system, Optima, to ease data entry, increase accuracy in reporting, and to strengthen our ability to make data-driven decisions. Further, Optima allows volunteers to electronically submit time logs and reports, to access case details, and more effectively communicate with CASA staff securely. This program has helped us become a more efficient and effective team, to work towards a paperless and digital case management system.

Montcalm CASA has offered remote options as a choice for all volunteer meetings and trainings and has utilized remote court hearings for volunteers, as necessary. Remote hearings have greatly increased parental involvement and participation in hearings, alleviating the burden of transportation issues and inflexible work schedules. We find this post pandemic solution to be highly effective and have made sure to support our volunteers and families as they adapt to this creative way to use technology.

Successful Outcomes:

“Sally” was a child who was removed from her mother at birth and placed in a foster care home. Our CASA Volunteer “Wendy” was assigned just days after this child’s birth. Throughout this case Sally’s mother worked hard to complete her case service obligations and showed dedication and perseverance in rectifying the issues that caused her daughter to be removed from her care. Sally’s mother needed additional support to achieve tasks and embraced all the help given to her by her lawyer, her caseworker, and also our CASA Volunteer. Our CASA volunteer became a trusted source of support and an unfailing mentor. Sally’s mother was able to successfully rectify the issues she struggled with and, after a year and six months of hard work, was ultimately able to provide a safe and secure permanent home for Sally to return home to. Our CASA volunteer Wendy is still a support person for Sally and her mother, providing advice and assistance when she is needed.



Montcalm CASA partnered with United Way and Flat River Group LLC to receive 7 bikes donated for CASA children who did not have a bike. CASA then partnered with Lakeview High School and Mr. Orr’s Science of the Trades class to have the bikes assembled and ready for CASA volunteers to deliver to children.

A local quilt maker donated hand-made quilts for our CASA children, and volunteers were able to gift these to children, often at their very first visits with them. This has been a heartfelt way for children to know they are loved and cared about right from the initial visit. We continue to be grateful for the many ways our community steps forward to help CASA children feel loved and important during a very difficult time in their lives.



Montcalm CASA collaborated with many different organizations and participated in as many community events as possible to help promote our program and the services we offer.



Operating Highlights

Community Services and Housing

The Community Services and Housing Department works with households to provide options to solve their emergency shelter, food, utility, and housing needs. The Community Services Block Grant (CSBG) helps to support these efforts by providing funding to support programs that work to resolve crisis and increase self-sufficiency by building stronger communities. Housing and Emergency Shelter funding is provided by HUD, MSHDA, MDHHS, and the Salvation Army. Thanks to a partnership with Mid Michigan Community Action Agency, EightCAP is able to provide specific Veteran Housing assistance and the Commodity Supplemental Food Program.

<p>443 Identified Community Partners</p>	<p>31 Veteran Households were assisted with \$63,709 in assistance with the SSVF Program</p>	<p>1,034 Unduplicated households avoided eviction</p>
<p>67,515 Volunteer hours were donated to the Agency</p>	<p>5,067 Housing Hotline calls were addressed</p>	<p>262 Households received Emergency Shelter Services</p>
<p>72 Non-Veteran Households in crisis were assisted with \$269,560 in rental assistance</p>	<p>\$10,369,048 Provided in emergency rental assistance</p>	<p>\$244,299 Provided in utility assistance</p>

Housing Program Successful Outcome

EightCAP's housing programs are designed to set households up for success by helping them through their crisis and assisting them in becoming self-sufficient. Tracy took the program seriously and worked to make a better life for her family.

Tracy was in the EightCAP Consolidated Rapid Rehousing (CRH) Program working with Housing Resource Specialist Kaylan for almost a year. While completing her program exit interview, Tracy shared that she has made tremendous improvement in 12 months.



Tracy was in the shelter when she was enrolled in the program. Tracy has lived in her apartment since April 7, 2022, but shared that she struggled with the transition from being in the shelter (where basic things like toilet paper is provided for you) to becoming solely independent.

Prior to leaving the homeless shelter, Tracy had purchased a vehicle but needed to have her driver's license re-instated before she could legally drive the vehicle. She accomplished that by the beginning of May 2022. After moving in, she secured a job in early May 2022 so she could pay some expenses including the electric bill, while EightCAP helped with rental assistance. The vehicle enabled her to drive to and from work, helping her to become self-sufficient.

When MSHDA began paying a percent of her rent in September 2022, Tracy became responsible for \$219 a month in rent. Tracy was concerned that the amount was too high. She was stressing each month to make her portion of the rent payment plus other bills. However, just six months later, Tracy expressed that since beginning her new job in home health care, she worries less because she is able to earn more money. Her budgeting skills enabled her to have money left over after paying all her bills last month. Tracy said, "I am happy and proud of myself".

Tracy expressed that she has learned so much about herself throughout this entire process. "Everything I thought I couldn't do, I did. Things are so much better for me and my kids!"

Operating Highlights



**AmeriCorps
Seniors**

Foster Grandparents

- ❖ 57 low-income persons aged 55 or better served as volunteers in EightCAP's Foster Grandparent Program.
- ❖ 433 children received supportive, one-on-one mentoring through the Foster Grandparent Program.
- ❖ 36 local school classrooms, preschools, and Head Start programs housed Foster Grandparents.
- ❖ 990 children benefitted from intergenerational programming.



Senior Companions

- ❖ 24 low-income persons aged 55 or better served as volunteers in EightCAP's Senior Companion Program.
- ❖ 145 older adults with varying needs were provided companionship to maintain independence through the Senior Companion Program.
- ❖ The residents of 3 nursing homes are also receiving the benefit of the Senior Companion Program with weekly visits from several volunteers.
- ❖ 30 older adults that are still not wanting in-person visits are receiving phone calls through our Telephone Reassurance Program.



Operating Highlights

0-5 Head Start

Program At-a-Glance

EightCAP, Inc. is a Community Action Agency designated to serve the counties of Gratiot, Ionia, Isabella, and Montcalm in the central portion of the lower peninsula of Michigan. EightCAP operates Head Start and Early Head Start programming within the boundaries of these four counties and the Ionia County Intermediate School District (ICISD), Montcalm Area Intermediate School District (MAISD), and the Gratiot-Isabella Regional Education Service District (GIRESD). Additionally, EightCAP offers Early Head Start center-based programming in Clinton County.



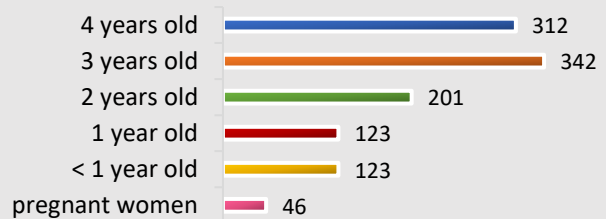
Head Start

- 4 Counties (Gratiot, Ionia, Isabella, Montcalm)
- 17 Sites
- 30 Classrooms (22 full-day, 8 part-day)
- Funded Enrollment: 631
- Average Monthly Enrollment: 88%

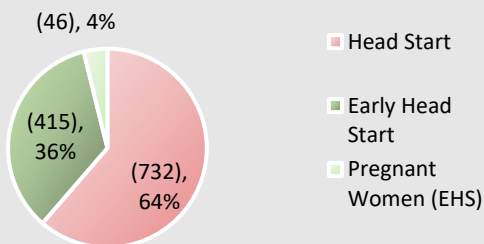
Early Head Start

- 5 Counties (Clinton, Gratiot, Ionia, Isabella, Montcalm)
- 4 Sites
- 4 Full-Day Classrooms
- 20 Home Visitors
- Funded Enrollment: 268
- Average Monthly Enrollment: 91%

Enrollment by Age

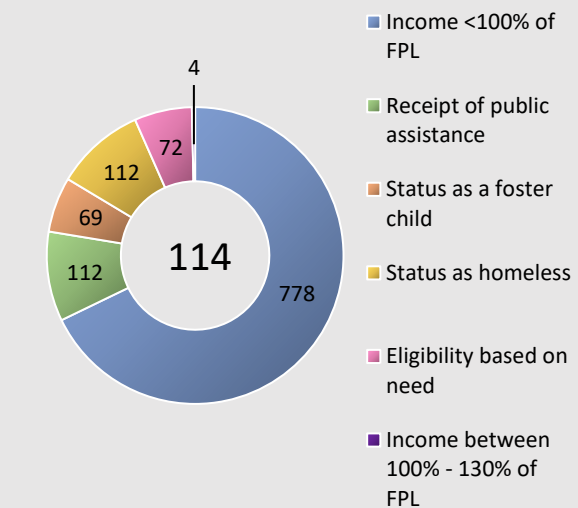


*Enrollment by Program



*Cumulative Enrollment = 1147

Eligibility by Type



School Readiness

Head Start views school readiness as children possessing the skills, knowledge, and attitudes necessary for success in school and for later learning and life. Positive early learning environments that include relationships based on trust, encouragement, and appropriate expectations throughout the five central domains: Approaches to Learning; Social and Emotional Development; Language and Literacy; Cognition; and Perceptual, Motor, and Physical Development, are critical elements of school readiness.



EightCAP's school readiness goals are aligned with the Head Start Early Learning Outcomes Framework (HSELOF), the Michigan Early Childhood Standards for Quality Prekindergarten, Creative Curriculum for Preschool, and Creative Curriculum for Infants, Toddlers, and Twos. The following chart illustrates the percentage of Head Start and Early Head Start children that met or exceeded the program's school readiness goals in each of the five central domains in 2020-21.

Central Domains	EightCAP, Inc. School Readiness Goals	Early Head Start	Head Start
Approaches to Learning	Children and families will engage in learning to acquire knowledge, learn new skills, and achieve goals.	97%	94%
Social and Emotional Development	Children and families will express, recognize, and manage their own emotions in order to create and sustain positive relationships with others.	96%	92%
Language and Literacy	Children will expand their receptive and expressive language to establish a foundation for reading and writing.	91%	90% (Language)
			88% (Literacy)
Cognition	Children will experiment with the world around them in order to gain complex cognitive abilities, including mathematic strategies and emerging scientific reasoning skills.	92%	84%
Perceptual, Motor, and Physical Development	Children will enhance their well-being by exploring their environment and investigating objects in the world around them.	98%	98%

Parent Involvement

The Positive Solutions for Families parenting curriculum utilizes the Pyramid Model for supporting social emotional competence in infants and young children. The curriculum consists of a series of six modules, developed by the Center on the Social Emotional Foundations for Early Learning (CSEFEL), focused on promoting children’s social and emotional skills, understanding problem behavior, and using positive approaches to help children learn appropriate behavior.



90% of families reported they have used information from the curriculum.

- *“My oldest is feeling more heard since I have been paying attention to his feelings more.”*
- *“I find that talking about what is going on helps me calm down and not bring negative emotions on to my son.”*
- *“I really enjoyed hearing from other parents on how they deal with big emotions.”*
- *“The sessions help me understand the ‘why’ behind what my children do.”*
- *“It has helped me to think from the perspective of my children. I am better understanding their emotions and needs and wants.”*

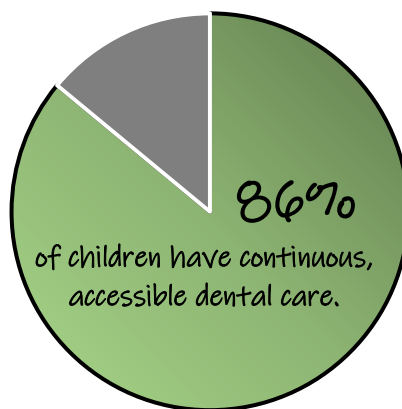
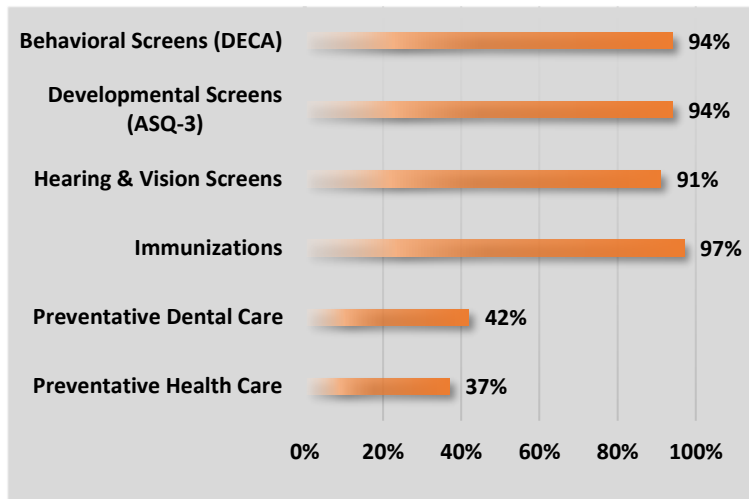
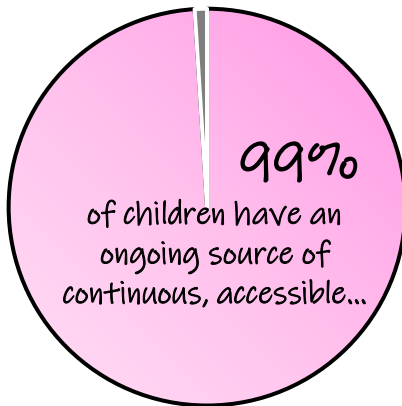
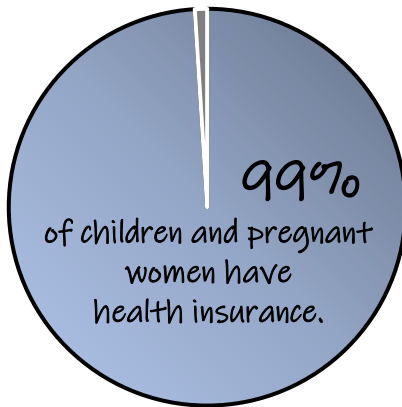


Additional Highlights



- **1,022** volunteers provided valuable services to the 0-5 Head Start program.
- **44** parent events were planned using Family Partnership data including:
 - **30** Parenting Skills Sessions
 - **8** Life Skills Education Events
 - **6** Kinship Support Sessions
- **84** families received parenting education services.
- **175** fathers/father figures engaged in family goal setting.

Health & Wellness



Additional Information

- Participation in the Child and Adult Care Food Program (CACFP) allowed for the provision of the following meals.
 - **43,958** Breakfasts
 - **53,543** Lunches
 - **42,381** Snacks
- **84** participants were served by the Mental Health Coordinator (HS) or Mental Health Consultant (EHS).

Funding Received & Monitoring

Funding Received (Fiscal Year 10/1/21 – 9/30/22)								
U.S. Department of Health & Human Services	HS/EHS Annual Grant		HS/EHS CRRSA Grant		HS/EHS ARP Grant		Total Funding	
- Head Start Program Operations	\$7,009,541	65.5%	\$113,866	91.9%	\$298,948	63.6%	\$7,422,355	66.3%
- Head Start Training & Technical Assistance	\$73,774	0.7%	\$0	0.0%	\$0	0.0%	\$73,774	0.7%
- Early Head Start Program Operations	\$3,072,947	28.7%	\$10,000	8.1%	\$58,438	16.4%	\$3,141,385	28.1%
- Early Head Start Training & Technical Assistance	\$40,863	0.4%	\$0	0.0%	\$0	0.0%	\$40,863	0.4%
- Head Start/Early Head Start Program Income	\$3,621	0.03%	\$0	0.0%	\$0	0.0%	\$3,621	0.0%
Total Funds Received U.S. DHHS	\$10,200,746	95.3%	\$123,866	100.0%	\$357,386	100.0%	\$10,681,998	95.5%
U.S. Department of Agriculture - CACFP	\$371,073	3.5%	\$0	0.0%	\$0	0.0%	\$371,073	3.3%
Michigan Department of Education - GSRP	\$134,416	1.3%	\$0	0.0%	\$0	0.0%	\$134,416	1.2%
Total Funds Received (10/1/21 - 9/30/22)	\$10,706,235	100%	\$123,866	100%	\$357,386	100%	\$11,187,488	100%
Head Start/Early Head Start Non-Federal Match								
- Donated Services & Materials	\$2,044,366		\$0		\$0		\$2,044,366	

Office of Head Start Monitoring Review (3/21/22 – 3/25/22)

The Office of Head Start conducted a Focus Area Two (FA2) review in March 2022. The HS/EHS program was found to be in compliance with all Federal requirements as outlined in the Head Start Program Performance Standards and the Head Start Act. Additionally, strengths were identified in several areas of the review including Program Management and Governance, Education and Child Development, Health Services, Family and Community Engagement, ERSEA, and Fiscal Infrastructure.

Independent Audit (Year Ending September 30, 2022)

An independent audit, completed by Rehmann Robson, for the year ending September 30, 2022, resulted in an unmodified opinion. This audit provides assurance that the financial statements are free of material misstatement and reviews the internal control over financial reporting for compliance with certain provisions of laws, regulations, contracts, and grant agreements. The annual Agency audit revealed solid administrative and fiscal management practices over financial statements and federal awards. No deficiencies or instances of noncompliance were found.

Health & Wellness

FY 2022 Budget (1/1/22 – 12/31/22)

U.S. Department of Health & Human Services

Head Start/Early Head Start	Budget Period (1/1/22 – 12/31/22)		Budget Period (4/1/21 – 3/31/23)					
	HS/EHS Annual Grant		HS/EHS CRRSA Grant		HS/EHS ARP Grant		Total Funding	
Personnel - Salaries & Wages	\$6,533,699	61.8%	\$0	0.0%	\$314,000	28.1%	\$6,847,699	57.2%
Fringe Benefits	\$2,322,843	22.0%	\$0	0.0%	\$120,576	10.8%	\$2,443,419	20.4%
Contracted Services	\$284,849	2.7%	\$0	0.0%	\$0	0.0%	\$284,849	2.4%
Occupancy/Telephone & Internet	\$569,825	5.4%	\$108,400	38.5%	\$200,000	17.9%	\$878,225	7.3%
Supplies	\$156,199	1.5%	\$26,446	9.4%	\$331,474	29.6%	\$514,119	4.3%
Equipment	\$50,000	0.5%	\$146,560	52.1%	\$103,878	9.3%	\$300,438	2.5%
Travel	\$458,763	4.3%	\$0	0.0%	\$0	0.0%	\$458,763	3.8%
Staff Development	\$68,053	0.6%	\$0	0.0%	\$0	0.0%	\$68,053	0.6%
Other	\$131,174	1.2%	\$0	0.0%	\$48,800	4.4%	\$179,974	1.5%
Total Expenditures	\$10,575,405	100%	\$281,406	100%	\$1,118,728	100%	\$11,975,539	100%
Head Start/Early Head Start Non-Federal Match	\$0		\$0		\$0		\$0	

Acronyms

- ARP:** American Rescue Plan (COVID-19 Funding)
- CACFP:** Child and Adult Care Food Program
- CRRSA:** Coronavirus Response and Relief Supplemental Appropriations Act (Covid-19 Funding)
- GSRP:** Great Start Readiness Program



Operating Highlights

Weatherization

- ❖ 52 homes were weatherized from October 1, 2021, to September 30, 2022, creating energy-efficiency savings for the individuals in those homes. Of the 52 homes:
 - ✓ 26 homes were elderly occupied,
 - ✓ 18 homes were disabled occupied, and
 - ✓ 34 homes housed children.
- ❖ The program leveraged a total of \$16,974 in energy rebates from Consumers Energy and DTE. These funds will be used to help weatherize homes that would have otherwise been deferred.
- ❖ The rising cost of materials continues to provide challenges to the program.



**Weatherization
Works!**

Client Feedback

Mr. Young stated, *“The crew was always very professional, always on time, and very respectful of our belongings. The crew never complained when they needed to move items so they could do the work that they needed to do to make our home more efficient. The new furnace is working wonderfully and keeps the house warm with all the insulation that was added. The old electric was fixed and replaced. The asbestos was removed, making the house safer.”* Mr. Young was very thankful for all the work that was done.

Mr. Roberson stated during our state monitoring that he had already noticed a reduction in his electric bill of around \$100.



Organizational Integrity

- An independent audit completed by Rehmann Robson, for the year ending September 30, 2022, resulted in an unmodified opinion. This audit provides assurance that the financial statements are free of material misstatement and reviews the internal control over financial reporting for compliance with certain provisions of laws, regulations, contracts, and grant agreements. The annual Agency audit revealed solid administrative and fiscal management practices over financial statements and federal awards. No deficiencies or instances of noncompliance were found.
- According to the FY2021-2022 audited financial statements, EightCAP's administrative expense amounted to 6.7% of total expense. As a result, 93.3% of total funding directly benefited the programs administered by the Agency.
- The accounting area changed to an electronic storage of monthly financial reports that are submitted to many different funding sources. These reports can now be viewed electronically whenever needed by all staff in the accounting department. This process will reduce staff time and paper usage.
- An EightCAP, Inc. Retirement Plan audit completed for the year ended December 31, 2021, showed no misstatements, adjustments, major changes, or testing issues.
- To modernize retirement plan benefits for employees, the Agency's 403(b) Retirement Plan was terminated on April 30, 2022, and a new 401(k) Retirement Plan became effective May 1, 2022.



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**EightCAP, Inc. is an equal opportunity employer/program.
Auxiliary aids and services available upon request for individuals with
disabilities**