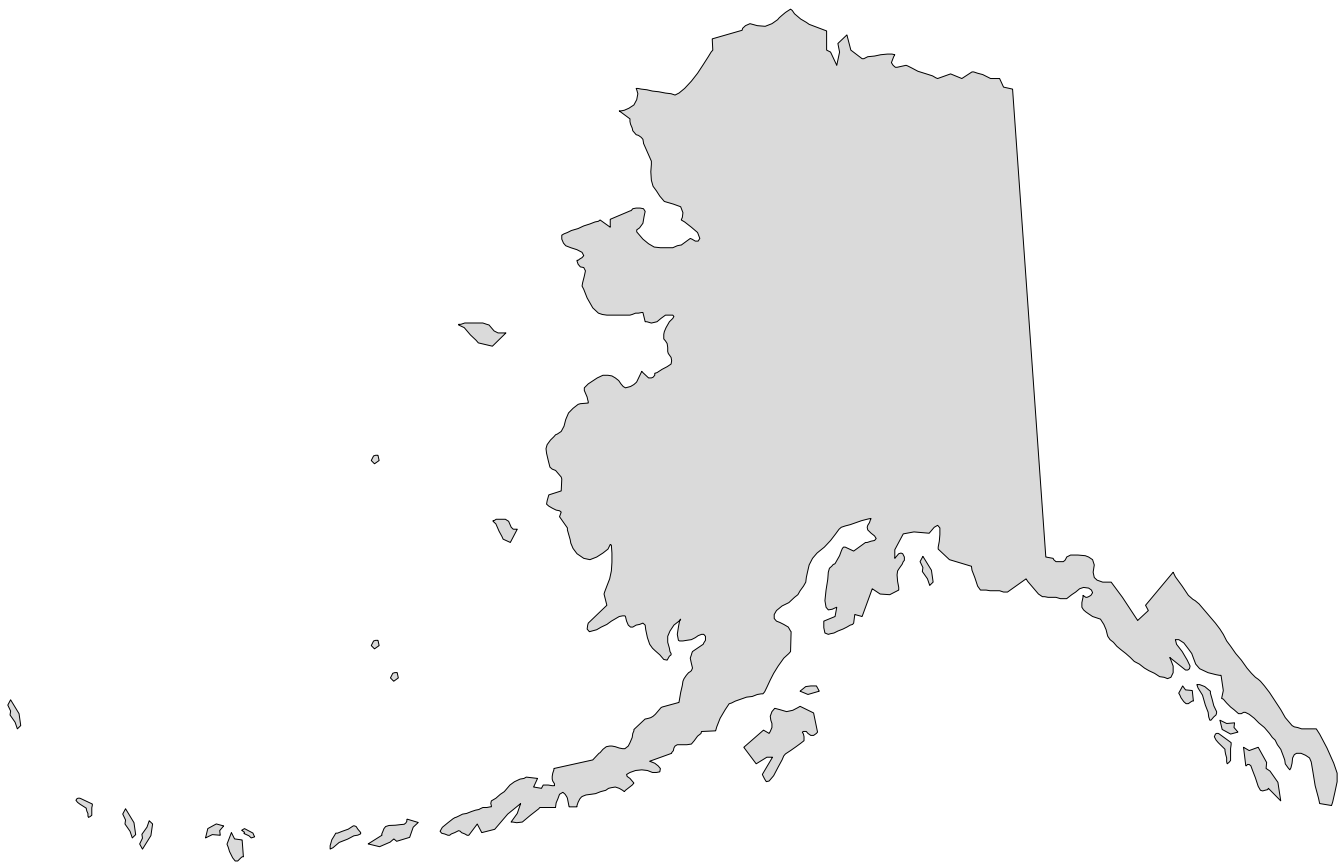

Community Services Block Grant



FFY 19 State Plan

Division of Community and Regional Affairs

State of Alaska
Department of Commerce, Community, and Economic Development

State of Alaska
FFY 2019 Community Services Block Grant State Plan
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To: Mr. Seth Hassett, Director
U.S. Department of Health and Human Services
Office of Community Services

From: Pauletta Bourne, Grants Administrator III
Alaska Department of Commerce, Community, and Economic Development
Division of Community and Regional Affairs

Re: Alaska Department of Commerce, Community, and Economic Development
CSBG Contacts

The Alaska Department of Commerce, Community, and Economic Development (DCCED) is the designated lead agency for the Community Services Block Grant (CSBG). Below is a list of staff who can be contacted regarding specific areas of this program.

Please send all CSBG Grant Award documents to Pauletta Bourne in DCCED's Fairbanks Office at the address specified below.

Contact Information:

Specific Program Area:

Mr. Mike Navarre, Commissioner, DCCED
Address: P.O. Box 110800
Juneau, AK 99811-0800

State Plan Signatory

Telephone: (907) 465-2500
Fax: (907) 465-5442

Mr. Robert Pearson, Local Government Specialist V Community Aid & Accountability Manager
Address: P.O. Box 110800
Juneau, AK 99811-0800

Telephone: (907) 465-5541
Fax: (907) 465-5867

Ms. Pauletta Bourne, Grants Administrator III
Address: 455 3rd Avenue, Suite 140
Fairbanks, AK 99701-4737

CSBG Program Manager
Questions concerning the State Plan
Daily CSBG Program Operations

Telephone: (907) 451-2721
Fax: (907) 451-2742

I. Federal Fiscal Year or Years Covered by this State Plan and Application

This Plan covers Federal Fiscal Year 2019 funds only. The eligible entity's grant agreement will be effective from April 1, 2019 through June 30, 2020.

II. Letter of Transmittal

(Please see page three.)

III. Executive Summary

A. CSBG State Legislation

There is no state statute governing the Community Services Block Grant program in Alaska.

B. Designation of Lead State Agency to Administer the CSBG Program.

In the State of Alaska the Community Services Block Grant Program is administered by the Division of Community and Regional Affairs within the Department of Commerce, Community, and Economic Development (hereinafter referred to as "Department").

Governor Bill Walker, chief executive officer of the State, designated to the Department of Commerce, Community, and Economic Development, the responsibility to administer the Community Services Block Grant Program in accordance with the requirements of Section 676(a). (See attached Designation Letter on page three.)

C. Legislative Public Hearing Requirements

1. Public Hearing: Will be on August 21, 2018 at 9:00 A.M.

- a) Statewide advertisements placed in major newspapers including *Anchorage Daily News*; the *Fairbanks Daily News-Miner*; and the *Juneau Empire*.
- b) Notice posted on the internet in the State's Online Public Notice System.
- c) Draft State Plan posted on the Department's website.

2. Legislative Hearing: The Legislative Hearing was on March 29, 2016.

3. Public Inspection of State Plan: Copies of the draft State Plan mailed to the only eligible applicant, Rural Alaska Community Action Program, Incorporated (RurAL CAP), prior to the legislative public hearing and the draft Plan posted on the Departments website. Notices/ads indicated copies were available upon request. In addition, copies were made available for public inspection at the legislative public hearing.

IV. Statement of Federal and CSBG Assurances

See Appendix A

Programmatic Assurances

Administrative Assurances

Other Administrative Certifications

STATE CAPITOL
P.O. Box 110001
Juneau, AK 99811-0001
907-465-3500
fax: 907-465-3532



550 West Seventh Avenue, Suite 1700
Anchorage, AK 99501
907-269-7450
fax 907-269-7463
<https://gov.alaska.gov/>

Governor Bill Walker
STATE OF ALASKA

August 7, 2018

Mr. Seth Hassett
Director
Division of Community Assistance
Office of Community Services
330 C Street, SW
5th Floor/Mailroom 5425
Washington, DC 20201

Dear Director Hassett,

As Governor and Chief Executive Officer of the State of Alaska, I hereby designate Mike Navarre, Commissioner of the Department of Commerce, Community, and Economic Development (DCCED), as having responsibility to administer the Federal Community Services Block Grant (CSBG) program, including the authority to execute grant documents.

I request that you accept the signature of Commissioner Navarre on all required certifications and assurances related to the CSBG program. Commissioner Navarre also has the authority to designate signatory authority to other Department staff as he deems appropriate. This delegation shall be in effect for the duration of my term, unless modified by my office.

Please send all documents associated with the CSBG program to:

Ms. Pauletta Bourne, Grants Administrator III
Division of Community and Regional Affairs
Department of Commerce, Community, and Economic Development
455 Third Avenue, Suite 140
Fairbanks, AK 99701

Sincerely,

A handwritten signature in blue ink that reads "Bill Walker".

Bill Walker
Governor

cc: The Honorable Mike Navarre, Commissioner, Department of Commerce, Community, and Economic Development
Katherine Eldemar, Director, Division of Community Regional Affairs, Department of Commerce, Community, and Economic Development
Robert Pearson, Local Government Specialist V, Department of Commerce, Community and Economic Development
Pauletta Bourne, Grants Administrator III, Department of Commerce, Community, and Economic Development



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

OFFICE OF THE COMMISSIONER

P.O. Box 110800
Juneau, AK 99811-0800
Main: 907.465.2500
Fax: 907.465.5442

August 14, 2018

Mr. Seth Hassett
Director
Office of Community Services
330 C Street, SW
5th Floor/Mailroom 5425
Washington, DC 20201

Dear Mr. Hassett,

Based on the authority granted to me by State of Alaska Governor Bill Walker, I hereby designate Katherine Eldemar, Director of Division of Community and Regional Affairs of the Department of Commerce, Community, and Economic Development (DCCED), as having responsibility to administer the federal Community Services Block Grant (CSBG) program, including the authority to execute grant documents.

I request that you accept the signature of Director Eldemar on all required certifications and assurances related to the CSBG program.

Please send all documents associated with the CSBG program to:

Ms. Pauletta Bourne, Grants Administrator III
Division of Community and Regional Affairs
Department of Commerce, Community, and Economic Development
State of Alaska
455 Third Avenue, Suite 140
Fairbanks, Alaska 99701

Sincerely,

A handwritten signature in blue ink that reads "Mike Navarre".

Mike Navarre
Commissioner



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

P.O. Box 110809
Juneau, AK 99811-0809
Main: 907.465.3961 / 907.465.4751
Programs fax: 907.465.4761

August 29, 2018

Mr. Seth Hassett
Director
Office of Community Services
330 C Street, SW
5th Floor/Mailroom 5425
Washington, DC 20201

Dear Mr. Hassett,

As Director of the Division of Community and Regional Affairs within the Department of Commerce, Community, and Economic Development (DCCED), I have been given signatory authority on all required certifications related to the Community Services Block Grant (CSBG) program.

I request that you accept the signature of Robert Pearson, Local Government Specialist V and Pauletta Bourne, Grant Administrator III for the submission and certifications within the Online Data Collection Systems (OLDC) for the state's CSBG Plan.

Sincerely,

A handwritten signature in blue ink, appearing to read "Katherine Eldemar", with a large, loopy flourish extending to the right.

Katherine Eldemar
Director
Division of Community and Regional Affairs

cc: Pauletta Bourne, Grant Administrator III

V. The Narrative State Plan

A. Administrative Structure

1. State Administrative Agency

- a) **Mission and Responsibilities:** The mission of the Department is “Promoting a healthy economy and strong communities.” The Department, and the Division of Community and Regional Affairs in particular, is by its very nature and constitutional and statutory mandates, a community-oriented agency. The need for a presence and participation at the local level dictates a decentralized organization that is sensitive to local needs and versatile enough to address the broad spectrum of issues and concerns that affect different types of communities. The Department’s mission inherently includes a strong advocacy role in addition to serving as a bridge between the local community interests and the interests of the state and federal governments. Within the scope of the Department’s mission, the Division of Community and Regional Affairs promotes strong communities and healthy economies by providing information, technical and financial assistance, and other capacity building resources.

Goals and Objectives: The goal of the Department’s Community Services Block Grant (CSBG) Program is to reduce and prevent the spread of poverty through community-based educational activities that lead to a greater degree of self-sufficiency on the part of low-income people. The activities identified in the attached work plan (Appendix B) provide a holistic approach to dealing with the problems of Alaska’s poor.

The economic and cultural disparities among Alaskan communities are often far greater than between communities in other states. Many smaller communities have only recently established cash economies. There are fundamental unmet needs for capacity-building in local government skills. The Department serves as a bridge between the past and future local economies. The Department serves as a catalyst for change, working to ensure that state and federal funding for infrastructure projects maintain so that community and economic development opportunities promote lead to greater self-sufficiency for low-income people.

The Department’s Division of Community and Regional Affairs, also administers the Community Development Block Grant Program, the National Petroleum Reserve-Alaska Impact Mitigation Grant Program, the state Designated Legislative Grant Program, and various other state and federal grant programs. The goals for these programs include providing funding for infrastructure development and capital projects which support future economic development activities in rural areas of the state.

The activities which are supported with CSBG funds through RurAL CAP offer an opportunity to provide services which have a measurable and potentially major impact on the causes of poverty in Alaska.

2. Eligible Entities

- a) There is only one Community Action Agency (CAA) in the State of Alaska that is eligible to receive CSBG funds. The agency is Rural Alaska Community Action Program, Incorporated. RurAL CAP is a statewide, private non-profit with a 501(c)(3) tax-exempt status.

RurAL CAP will serve the entire State of Alaska with the CSBG program. Although RurAL CAP will provide statewide services, the focus of CSBG activities will be on rural areas of the state.

3. Distribution and Allocation of Funds

Planned Distribution of Funds for Current Fiscal Year: 95% of the CSBG funds received will be made available to RurAL CAP for CSBG activities. The remaining 5% will be used for state administrative costs.

B. Description of Criteria and Distribution Formula

Distribution Formula: Since RurAL CAP is the only eligible CAA in the State of Alaska, 95% of the CSBG funds received will be made available to RurAL CAP for CSBG activities benefiting the low-income people and providing education, information, and advocacy aimed at supporting the strengths of families and communities. The remaining 5% will be used by the Department for state administrative costs.

Funding Limitations: No CSBG funds will be used for the purchase or improvement of land or the purchase, construction, or permanent improvement of any building or other facility (other than low-cost residential weatherization or other energy-related home repairs).

No CSBG funds will be used for partisan or nonpartisan political activity or any political activity associated with a candidate or contending faction or group, in an election for public or party office. No CSBG funds will be used for any activity to provide voters or prospective voters with transportation to the polls or similar assistance in connection with any election. No voter registration activity will be supported with CSBG funds.

Procedures for Use of Carry-Over Balances: In the case of carry-over balances at the end of the fiscal year or program year, the Department will make the carry over funds available to RurAL CAP for use in the following program year. RurAL CAP will be requested to submit a request for use of the carry over funds if the proposed use significantly differs from that for which it was originally approved.

Description of Distribution and Use of Restricted Funds: As previously stated, the Department will make 95% of the CSBG funds received available to RurAL CAP for CSBG activities benefiting the low-income people and providing education, information, and advocacy aimed at supporting the strengths of families and communities. The remaining 5% will be used by the Department for state administrative costs. There have been no funds recaptured or redistributed.

C. Description of Distribution and Use of Discretionary Funds: The Department has no discretionary funds to distribute.

D. Description of use of State Administrative Funds: The Department shall utilize not more than \$55,000 or 5% of the amount allocated under the CSBG program (whichever is greater) for state administrative costs.

State administrative funds will be utilized to support the costs associated with administering the CSBG program including but not limited to partial payment of staff salaries and benefits of those who work with the program; a portion of the costs for services which covers postage, telephones, data processing costs, printing costs, advertising costs, etc.; a portion of the costs of supplies associated with the program; travel costs associated with the program including CSBG staff participation and training at national conferences (sponsored by NASCSP, CAPLAW, etc.) and other relevant seminars and meetings; and program monitoring costs. All administrative costs are documented and a separate accounting code established to record expenditures charged to the program.

A State Charity Tax Credit Program will not be implemented at this time.

E. State Community Services Program Implementation

1. Program Overview:

a) The Service Delivery System.

RurAL CAP is the single Community Action Agency in Alaska. The agency's mission is to empower low-income Alaskans through advocacy, education, affordable housing and direct services that respect our unique values and cultures. The goal of the statewide private non-profit is to promote maximum participation by rural and low-income Alaskans towards moving to stability and self-sufficiency to overcome poverty guideline levels. The agency encourages the efforts of low-income people attempting to break the cycle of dependency on external resources and gain control of the situations affecting their lives to become self-sufficient.

RurAL CAP uses a comprehensive Strategic Planning process involving input from a broad spectrum of stakeholders through the annual Community Needs Assessment including community members, board members, agency staff, funders, partners, colleagues, collaborators, clients, service recipients, and customers supported by current data to determine its direction and annual work plans and goals. The 2018-2022 Strategic Plan goals address six directions centered on improving quality of life for low-income Alaskans:

- **Advocacy** – Establish and maintain an advocacy plan focused on subsistence rights, policies affecting low-income individuals and communities, first languages, and policies that affect rural communities.
- **Education** – Increase school readiness of all low-income children in Alaska.
- **Health and Well-Being** – Increase the statewide health and wellness of low-income Alaskans, Alaskan families, and the most vulnerable.
- **Housing** – Increase affordable housing for the homeless, low-income families, and individuals in rural and urban areas. Help Alaskans statewide increase accessibility and energy-efficiency in their homes.
- **Economic Development** – Increase economic impacts in communities by assessing and acting upon identified needs, gaps, and opportunities.
- **Capacity Building** – Increase efficiencies for the financial health and stability of communities and the agency. Assist RurAL CAP as a training and technical assistance provider.

A wide variety of issues exerts disproportionate impacts on lower-income Alaskans, leading RurAL CAP to offer equally diverse approaches and services. Programs include home weatherization and mobility improvements, intergenerational and cultural engagement, access to affordable and supportive housing, affordable childcare for working parents, and connections to services from other organizations such as medical benefits, food stamps, and legal aid. RurAL CAP also helps ensure residents in economically suppressed rural areas have access to educational and capacity building opportunities. RurAL CAP offers early learning programs in remote, rural Alaska along with a variety of safety, health and wellness, workforce development, educational opportunities, energy conservation, and family development trainings that reinforce existing programs and respond to identified community priorities. Opportunities provide for youth engagement in community activities and in educational improvement that will foster employment skill development and interest in community service. RurAL CAP also provides services to individuals battling social and behavioral issues, with programs including assistance in achieving and maintaining sobriety, tobacco cessation, wellness, suicide prevention, environmental awareness, community pride, and life skills.

Direct services are organized into four divisions:

- Supportive Housing provides affordable rental housing to low-income individuals who have limited credit and rental history, and combines affordable, stable housing with supportive services and case management to assist individuals who experience homelessness, serious mental illness and substance use disorders.
- Community Development provides resources, trainings, and service opportunities to low-income Alaskans to promote health and wellness, youth success, improve environmental conditions, and build local capacity, through a variety of national community service models.
- Planning and Construction assists rural and other communities and low-income people by increasing affordable housing opportunities and enhancing existing housing, with home improvements that include weatherization and accessibility measures for persons experiencing disability.
- Child Development provides services to prenatal women, children, and families through a variety of programs designed to facilitate parent involvement and community collaboration by promoting the parent-child relationship, positive socio-emotional development, healthy practices, cultural richness, and school readiness. These include Head Start, Early Head Start, Parents as Teachers, and affordable childcare for low-income working families with Head Start and Parents as Teachers services.

During Federal Fiscal Year 2019 RurAL CAP proposes to use Community Services Block Grant funds in the following major component areas listed below. Detailed work plans, narratives, and budgets for each of these component areas are provided in Appendix B.

The ***Administrative Services*** component supports the administrative capacity of the agency to advance its mission. These services include providing direct support to RurAL CAP's 24-member board of directors, with activities that include arranging logistics for board meetings, preparing detailed board packets, facilitating communications among the board and executive staff, recording and transcribing minutes of meetings. In addition, Admin Services staff provide general assistance to all programs with travel arrangements, and a wide range of administrative tasks, recordkeeping, and document management.

The ***Development and Communications*** component ultimately increases the agency's capacity to achieve results by broadening the resource base, building constituency, and partnerships through media. It does this by providing agency-wide fund development, public information and research services, database management of partners and potential supporters, as well as agency planning, opportunities for staff development, and program evaluation. Development staff compile and vet funding opportunities, programmatic best practices, strategic resource development, and donor engagement methods. Funds are used to build the capacity of the agency to better develop, manage, track, and evaluate the direct services that lead to measurable results of program customers moving out of poverty into self-sufficiency. The department diversifies funding sources for the agency, maintains knowledge of federal, state, and private funding opportunities and contacts, and leads grant application processes across the agency. In addition, the department provides donor relation services for the agency, including tracking of donors and donor acknowledgement, and engages RurAL CAP staff and community members in events such as program open houses and workplace campaigns.

The agency's centralized database functions are housed in Development and Communications department. This database serves as a tool for the diverse programs throughout the agency to collect data on program participants, program outputs, and outcomes. By investing in a database, RurAL CAP has an increased ability to ensure consistency in reporting program outputs and outcomes with greater accuracy and less duplication. By using data to drive agency decision making and strategic planning, RurAL CAP will be in a better position to serve clients and further the organization's mission.

Currently, 33 programs are 'live' in the database and about 100 active users. Additionally, RurAL CAP extended its contract with Adsystem to develop an Electronic Medical Record (EMR) system to meet Accreditation requirements and future use with Medicaid billing and other grants that require secure medical records. The EMR function will help RurAL CAP with meeting Accreditation standards and ensure compliance with funder requirements.

Communications staff provide technical support for a variety of agency publications, including Village Voices, the annual report, Community Needs Assessment, and Rural Providers Conference summary report, and produces fact sheets for individual divisions and programs. This component also produces and posts You Tube videos on topics of interest to RurAL CAP's partners and constituencies, telling compelling stories of rural Alaska lifestyles and challenges, and landing a face and voice to the state's many homeless residents. Communications manages the agency's on-line presence, including the agency website, Facebook, Twitter, and Linked-In.

Within the ***Child Development Division*** are the rural Head Start and Early Head Start programs, the Child Development Center, and the Parents as Teachers Program. The Child Development Division operates under strict federal and state regulations and guidelines that require a well-trained staff and close monitoring of its programs. Outcomes for improvements in child health, school readiness, and parenting and family functioning are achieved through ongoing higher education requirements for the classroom and childcare staff, through capacity building with parents and families, and participation on local Parent Committees, Councils, and Advisory Boards. RurAL CAP's Education goal targets for

2019-2020 include ensuring that 75% of four-year-old children demonstrate school readiness as reflected in required measures for Child Development Division's programs.

Within the **Community Development Division** are three national service programs - Resilient Alaska Youth (RAY) AmeriCorps, Volunteers in Service to America (VISTA), and Elder Mentors (aka Foster Grandparents). The division coordinates the Rural Providers' Conference and a variety of wellness initiatives and cultural connection programs that promote youth development and community health. Cooperative relationships are established with regional and village organizations, rural and tribal councils and other community-based organizations to place locally-hired national service Members who, through their host organizations, address the community identified needs through their individual projects. Opportunities for youth involvement are increased, and the overall well-being of the communities is improved by the projects identified. Additionally, capacity is maintained beyond the program year for these local hires that learn new skills through in-depth training opportunities and service requirements. RurAL CAP's Health and Well-Being goal targets for 2019-2020 include establishing a baseline of at least 80% of youth participating in AmeriCorps activities to improve their social/emotional development.

The **Planning and Construction Division** provides a full-range of housing construction, rehabilitation, and energy conservation retrofit services, in addition to technical assistance to rural housing entities and local governments in strategic and community planning. Funds will support expanding single-family homeownership opportunities into more rural areas of the state and expand the division's emerging home accessibility modifications line of business. The division partners with a variety of governmental and non-governmental organizations in the delivery of these services, and through these collaborations maximizes leveraging of funding, and maintains an ongoing collection of needs assessment information to improve its quality and accuracy. RurAL CAP's Housing goal targets for 2019-2020 include assisting 15 lower-income families with building their own homes under the USDA mutual self-help program, earning approximately \$30,000 in sweat equity per household.

The **Supportive Housing Division** provides transitional and permanent supportive housing services (outreach, intensive case management, employment assistance, public education and housing) to vulnerable, chronically homeless, low-income, and high needs populations in Anchorage, both individuals and families with children. The Division operates Affordable Housing rental units to low-income people in Anchorage as well as two Housing First facilities, and a transitional housing facility serving homeless or displaced families with children. The success of these ventures is based on collaborations with the network of housing providers, and other supportive and treatment service providers in the community. In 2017, RurAL CAP opened a new, 23-unit affordable housing building, constructed through the Low-Income Housing Tax Credits program. These housing complexes help individuals move to economic independence by addressing the frequent interrelated problems of homelessness, substance abuse and addiction, and mental illness, and increases access to affordable housing for low-income individuals. Tenants receive services built upon the principles of self-advocacy and skill building as pathways to permanent housing and community reintegration. RurAL CAP's Housing goal targets for 2019-20 include developing 20 additional units of permanent, supportive housing.

RurAL CAP believes in the value of empowering low-income Alaskans by investing in training and community development. An important aspect of the agency's service delivery strategy includes hiring local residents. Positions are hired from within communities served for early childhood teaching jobs, bus drivers, cooks, service positions, program outreach, and construction work. In addition, VISTA and AmeriCorps Members are recruited from within the communities they will serve. This allows the people served to participate in income, education, and training opportunities provided by the programs. As a result of working directly with community members, programs and services are aligned with each community needs. The capacity built by program work stays in the community after projects are complete. Weatherization workers are hired in each rural community with active projects; in urban areas, the program contracts with local small businesses engaged in building trades.

Service Areas

RurAL CAP has a presence in 82 communities representing all regions of the state, either as the focus of one or more direct services or the home of RurAL CAP Board member. This distribution of services across Alaska is closely representative of the communities to be served in 2019.

Communities With Planned Services in 2019



Communities with Board Member Representation in 2018:

Alakanuk	Bethel	Chevak	Juneau	Kotzebue	Wrangell
Anchorage	Buckland	Cordova	King Cove	Nome	
Barrow	Cantwell	Ft. Yukon	Kodiak	South Naknek	

Communities Served by Community Development in 2018:

Akiak	Copper Center	Kasigluk	Nanwalek	Port Heiden	Talkeetna
Alakanuk	Dillingham	Kenai	Nenana	Quinhagak	Tanacross
Ambler	Fairbanks	Kenny Lake	New Stuyahok	Rampart	Tetlin
Anchorage	False Pass	Ketchikan	Noatak	Russian Mission	Togiak
Barrow	Goodnews Bay	Kivalina	Nome	Sand Point	Tununak
Bethel	Hollis	Kodiak	Nulato	Selawik	Wasilla
Chevak	Hooper Bay	Kongiganak	Old Harbor	Sitka	Wrangell
Chuathbaluk	Huslia	Kotzebue	Palmer	Soldotna	Yakutat
Coffman Cove	Juneau	Manokotak	Pilot Station	Stebbins	

Communities Served by Planning and Construction in 2018:

Anchorage	Juneau	Kotzebue	Soldotna
Haines	Kake	Mountain Village	Quinhagak
Hoonah	Ketchikan	Nome	

Communities Served by Child Development in 2018:

Akiak	Haines	Kwethluk	Savoonga	Toksook Bay
Alakanuk	Homer	Marshall	Seward	
Anchorage	Hooper Bay	Mountain Village	St. Mary's	
Chevak	Kake	Napaskiak	Stebbins	
Cooper Center	Ketchikan	Nunapitchuk	Sterling	
Emmonak	Kodiak	Pilot Station	Tok	

b) Linkages

A description of how linkages will be developed by local entities to fill identified gaps in services, through the provision of information, referrals, case management, and follow up consultations.

Overall services for clients and customers require close coordination with many organizations. This includes early childhood education organizations, universities, veterans' affairs, mental and other health providers, shelters, police departments, housing and finance corporations, local governments and schools, tribal entities, utilities, other statewide non-profits, and environmental organizations. RurAL CAP also allies with numerous national organizations who share the agency's interests in children, housing, wellness, homelessness, indigenous peoples, climate and environmental issues, building science, elders, and more.

The Child Development Division works with a variety of partners to promote and advocate for the needs of early childhood development professionals, as well as advocating for and implementing best practices in early childhood education. Members of RurAL CAP's staff sit on a variety of boards and panels including the Head Start State Association and Best Beginnings. The division also serves as and hosts the Parents as Teachers statewide office that supports all PAT programs in Alaska with annual PAT certification training and advocacy. In each of the early childhood programs – Early Head Start, Head Start, and Parents as Teachers – parent educators work directly with each child's family to access much needed services. This can vary from a simple recommendation to the Tobacco Quit Line to a referral for medical services from the state.

The Community Development Division and the Planning and Construction Division work at the community level to provide access to a wide array of community assistance. Often, RurAL CAP is the first contact community members utilize to learn about other funding or assistance for their community. Connections have been made for these communities with a variety of organizations and agencies including the Alaska Native Tribal Health Consortium, the Environmental Protection Agency, Alaska Village Initiatives, regional housing authorities, the Denali Commission, U.S. Census Bureau, USDA Rural Development. Division staff participate in several boards and panels related to their areas of expertise, including the National Rural Housing Coalition, Alaska Affordable Housing Partnership, Alaska Tobacco Control Alliance, and more.

The Supportive Housing Division works with high needs populations in Anchorage who have challenges with housing including chronically homeless individuals living with substance abuse/addiction. Comprehensive services require working with a variety of organizations. Case managers work directly with individuals to identify gaps in services they need and to determine programs for which they are eligible. Close working relationships have been developed with housing entities such as Alaska Housing Finance Corporation, and mental health and wellness service providers such as Alaska Native Medical Center, Anchorage Community Mental Health Services, the Alaska Psychiatric Institute, and the

Alaska Mental Health Trust Authority. The Supportive Housing Division is also part Anchorage's Continuum of Care – the Anchorage Coalition to End Homelessness, or ACEH – working in the municipality and interacting with other social service organizations such as Salvation Army, Catholic Social Services, Bean's Café, Brother Francis Shelter, Covenant House, and Abused Women's Aid in Crisis. Community Councils in which the facilities are located that house Supportive Housing's tenants are important entities that information is shared with on a regular basis. These Councils ensure that neighborhoods have the maximum amount of community self-determination as afforded by law.

c) Coordination with Other Public and Private Resources

A description of how funds made available through grants to eligible entities will be coordinated with other public and private resources.

RurAL CAP values the opportunities for leveraging CSBG funds in order to provide effective and efficient delivery of services across the state in challenging conditions with extremely high costs of doing business. In FY2017, RurAL CAP leveraged the CSBG funds with over \$30 million in state, local, private, and fees for service funding of which approximately 29% is from direct federal sources, 23% are federal funds that pass through the state and other, 30% from state sources, and 8% from local grants, foundations, individuals, earned revenue, and other. RurAL CAP continues to see growth in diversification from non-government sources that include local grants, foundations and corporations active in the communities served by RurAL CAP and other revenue sources.

RurAL CAP regularly collaborates with other organizations and institutions to avoid duplication, to maximize the delivery of the early childhood development, housing, and community development programs. The success of the organization comes from its ability and willingness to work with other organizations to meet mutual goals, which facilitates its ability to deliver the specific outcomes reported each year in the Results Oriented Management and Accountability reporting documents. It does this through a well-designed planning process that includes coordination with local governments, state and federal agencies, higher education institutions, training facilities, funding entities, tribal organizations, other non-profits, the legislature, Native for-profits, school districts, private corporations, associations, Congressional delegation, and Alaska Governor's office.

d) Innovative Community and Neighborhood-based Initiatives

A description of how local entities will use the funds to support innovative community and neighborhood-based initiatives related to the purposes of the CSBG, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting.

RurAL CAP is recognized for its work in fostering sustainable community and human development efforts through statewide capacity building, as demonstrated in the following examples:

With the opening of Karluk Manor in December 2011, Alaska's *Housing First* is based on the idea that individuals achieve a greater level of self-sufficiency when they obtain permanent housing first, rather than receiving housing as a condition of completing an array of treatment programs. Since 2011, RurAL CAP has developed two additional Housing First/permanent supportive housing facilities aimed at persons experiencing chronic homelessness. RurAL CAP also operates a transitional housing program serving families with children at its Safe Harbor Muldoon site. In all of these examples, residents receive ongoing supportive services to assist them in successful independent living, or – in the case of families with children – transitioning to an affordable, stable, permanent living situation suitable for children. With the success of these models, interest has grown among rural hub communities, which are experiencing serious issues with homelessness and substance abuse. To address these needs, RurAL CAP is developing strategies to provide technical assistance to rural communities and models for replicating the Housing First concept in the context of rural Alaska.

RurAL CAP's Planning and Construction Division established the Self-Help Housing Program in 2006 through a partnership with the U.S. Department of Housing and Urban Development, the U.S. Department of Agriculture Rural Development (USDA RD) and the Rural Community Assistance Corporation (RCAC). Since that time, 69 units of single-family housing were constructed in the Central Kenai Peninsula area, through the Self-Help Housing Program. Fifteen more units are presently under construction, and a site purchased for future development. By participating in the construction of their homebuyers develop self-sufficiency skills and accrue other benefits, including substantial sweat equity:

- Learn new skills: Personal finance, home construction, home maintenance
- Build and own a new home with very little out-of-pocket expense
- Gain a sense of accomplishment and ownership
- Work together with others to build strong communities
- Receive affordable mortgage loans (interest as low as 1%)
- Reduce the purchase price of the home with their own hard work
- Payments smaller than what is paid for rent in most cases
- No mortgage payment during the construction phase
- Gain instant equity the day the owner moves in

Communities also benefit from the self-help housing program:

- Increased and maintained affordable housing stock
- Increased property tax base to support local government services
- Boost in local economies through purchase of building materials and use of small business subcontractors
- Creating vibrant neighborhoods out of previously vacant land
- Contributing to a stable workforce

Parents as Teachers in several communities throughout Alaska builds long-term capacity for parents and communities by helping parents acquire skills needed to adequately nurture young children at home and developing personal confidence and decision making skills.

AmeriCorps national services programs extend the local capacity and sustainability by training local people in community health and wellness, mentorship, and program capacity building and developing them through existing community institutions, under the supervision of local site supervisors.

The annual Rural Providers' Conference promotes substance abuse prevention services resulting in healthy families and communities throughout Alaska. The training offered through the RPC equips mental health and social service providers to return to their local communities refreshed and with new skills to aid their work. The event also affords persons in recovery the opportunity to connect with and engage in mutual support from others who are travelling the same road to clean and sober living.

2. Community Needs Assessments:

The indicators from the 2019-2021 Community Needs Assessment will utilize CSBG funds to address the unmet needs of people living in poverty. The plan was developed by a series of facilitated planning retreats involving RurAL CAP board and staff, input from the customers and partners, and information from the 2018-2022 Strategic Plan.

RurAL CAP engages in a comprehensive planning process that includes the gathering of current data on rural Alaska and of low-income populations in Alaska. Because the needs of low-income people in Alaska are numerous, RurAL CAP focuses on those needs that the agency is best able to meet. The strategic planning process includes a three-year vision for the main strategic directions for the agency. Individual programs then develop their own strategies and action steps in order to implement the plan on a regular basis. RurAL CAP submits a copy of the plan to the State of Alaska annually.

3. Tripartite Boards:

The grant agreement between the Department of Commerce, Community and Economic Development and RurAL CAP incorporates the requirement that RurAL CAP shall administer the CSBG program through a tripartite board that fully participates in the development, planning, implementation and evaluation of the program to service low-income communities.

RurAL CAP's 24-member Board of Directors represents every region of Alaska. There are three categories of directors on the board:

- a) Target Area Directors - representatives of organizations serving low-income Alaskans in specific geographic areas – constitute at least one-third of the board;
- b) Private Sector Directors are officials or members of other business, industry, labor, religious, welfare, education, law enforcement, or nonprofit organizations whose mission and interests complement those of RurAL CAP. The proportion of Private Sector members may be less than one-third if the proportion of Target Area members exceeds one-third; and
- c) Public Directors representatives of elected or appointed officials comprise one-third of the total board.

RurAL CAP notifies the Department regarding changes in Board membership or policy. The Department monitors the composition and activities of the Board of Directors for compliance on an ongoing basis. Technical assistance and guidance are provided by the Department on an ongoing basis and at RurAL CAP's request.

4. State Charity Tax Program:

Not applicable

5. Programmatic Assurances:

Following is a description of how each of the assurances outlined in Section 676(b) of the CSBG Act will be carried out:

a) Assurance '676(b)(1):

To support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), homeless families and individuals, migrant or seasonal farmworkers, and elderly low-income individuals and families to enable families and individuals to:

(i) Remove barriers to self-sufficiency;

The obstacles are many for low-income people living in communities with few economic opportunities or for those who have been homeless for years. RurAL CAP's guiding principles include working with individuals and community members to find long term solutions to improving the quality of life for low-income people, whether they live in urban or rural, remote Alaska. This often means providing services that do not directly increase a household's cash income, but rather assist in building strong, healthy families and communities, thriving in a rural, subsistence-based culture and economy. Some example that RurAL CAP's programs provide are certification training which results in long-term employment opportunities for Head Start workers, train village youth in community planning, reduce rates of alcohol and other types of substance abuse, making it possible for those individuals to achieve access to housing, training, and employment. Prepare young children for readiness in kindergarten and first grade and ensuring their nutritional and basic healthcare needs are met while in the pre-school programs; increase awareness of ways to conserve scarce cash through energy-efficient habits; and develop solid waste management programs that result in healthful environments in rural villages.

An example of the details of a program that reflects this method of service delivery is Project Homeless Connect, which provides a one-stop-shop of resources for homeless individuals and families. Community volunteers assist people in obtaining food boxes, hot meals, showers and haircuts, onsite child care, substance abuse and mental health screenings, wheelchair repairs, housing applications, employment support, and health screenings.

Residents are offered transitional housing, case management, housing information, employment assistance, mental health counseling, gender specific services for men and women, reintegration activities, volunteer work, individual and group counseling, and life skills classes. RurAL CAP staff annually participate and provide approximately 100 hours in conducting this community event.

(ii) *Secure and retain meaningful employment;*

RurAL CAP believes in the value of empowering low-income Alaskans and in finding lasting solutions for meeting community needs. A large part of RurAL CAP's strategy for delivering services includes local hire in every division. For example, local residents are hired from within a community for early childhood education teaching jobs, bus drivers, cooks, service positions, program outreach, community health, wellness, and construction work. This provides for cash income, education, and training opportunities to the low-income people served. RurAL CAP works directly with community members, and as a result, programs and services are closely aligned with the community needs and priorities. In addition, the capacity built through program work stays in the community after projects are complete.

In Anchorage, the Supportive Housing Division is a certified Community Rehabilitation Provider (CRP) through the State of Alaska Division of Vocational Rehabilitation, providing employment-related support and services to program participants. RurAL CAP also has a supportive employment program that assists program/housing tenants in gaining skills and finding employment through a fulltime Employment Specialist staff position, as many people in the target population experience barriers to obtaining job skills and maintaining employment. Supportive Housing Division case managers, who assist tenants at many of the agency's housing facilities, also work with tenants to address issues that hinder clients' ability to obtain and retain housing situation. These same life skills can pave the way for tenants to progress in job skills training and applying for and retaining employment. The approach is a systemic one that provides the tools and training to individuals to better understand and realize their role in achieving self-sufficiency.

(iii) *Attain an adequate education and improve literacy skills;*

The Child Development Division provides services to prenatal women, children, and families in 29 communities across Alaska. The programs offered include Head Start, Early Head Start, Parents as Teachers, and affordable childcare.

All Child Development Division programs are designed to facilitate parent involvement and community collaboration. Programs promote the basic tenet that parents are the child's first and best teacher. Services to children promote positive socio-emotional development, healthy practices, cultural richness, and school readiness. Services to families support self-determination and empowerment.

Head Start and Early Head Start are comprehensive child development programs serving low-income children and their families. Head Start serves children age's three to five and Early Head Start serves prenatal women and children age's birth to three. The programs promote school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social, and other related services. The programs also help parents make progress toward their own education, literacy, and employment goals.

Local Parent Committees are formed at each Head Start Center to assist the staff in curriculum development, increase community support, and offer advice on programmatic and fiscal decisions. Parents help determine the cultural appropriateness and responsiveness of program services.

Parents as Teachers (PAT) is an early childhood parent education and family support program designed to empower parents to give their children the best possible start in

life. Home visits and group socializations are offered to families in 18 communities across the State. The PAT approach is to support all children so that they will learn, grow, and develop to realize their full potential.

(iv) *Make better use of available income;*

RurAL CAP's guiding principle of working with individuals and community members to find ways to contribute to economic self-sufficiency has directed it towards programs that result in spending fewer dollars or for building capacity so individuals can earn a living. For example, provide training which results in certification as Head Start workers for long-term employment opportunities; provide community planning training for youth in their villages; reducing the rates of alcohol and other substance abuse and making it possible for those individuals to then have access to housing, training, and employment. Prepare young children for readiness in kindergarten and first grade and ensuring their nutritional and basic health care needs are met while in the pre-school programs; provide awareness of ways to spend less monies through energy efficient habits and conservation; develop solid waste management programs that result in healthy local environments.

(v) *Obtain and maintain adequate housing and a suitable living environment;*

Housing First and Permanent Supportive Housing Services

RurAL CAP's Supportive Housing Division provides services to individuals experiencing chronic homelessness, substance abuse/addiction, and severe mental health disorders. In serving this population, RurAL CAP operates several Housing First and Permanent Supportive Housing (PSH) programs. Karluk Manor is a 46-unit housing residence located in downtown Anchorage. Sitka Place is a 55-unit housing residence also located in Anchorage. Both use the Housing First model, which is a best practice whereby chronic inebriates are provided permanent housing as the first step to self-sufficiency and community reintegration. Housing First has been shown to increase the success rate of its residents for maintaining long-term housing and to reduce society's cost burden in providing services and emergency response to this population. The agency's newest PSH project is the Low Income Housing Tax Credit 20-unit 325 East 3rd project, which serves federally-defined chronically homeless and severe needs individuals, and opened in November 2016.

Affordable Housing

The Supportive Housing Division provides rental units to individuals with little or no income. The Affordable Housing program only requires a person's ability to pay rent, to care for an apartment, and be a good neighbor as prerequisites for tenancy. In Anchorage, RurAL CAP owns and manages 270 total units of affordable permanent or transitional rental housing.

RurAL CAP's newest affordable housing project is the construction of a 23-plex located at 207 Muldoon Road in Anchorage, AK; the project, which opened early 2018, is adjacent to and shares operations with RurAL CAP's Safe Harbor Muldoon program (transitional housing and supportive services for homeless families with children), also located at 207 Muldoon Road. The units will be available to low-income individuals and families as permanent housing rentals.

The Planning and Construction Division assists rural communities and low-income people by increasing affordable housing opportunities, preserving and improving existing housing, facilitating community-based planning, and building the capacity of rural communities to participate effectively in the development of housing and related infrastructure. In addition to a focus on energy-efficiency, these programs also emphasize improving indoor air quality in individual homes, contributing to lower incidence of respiratory illnesses among residents.

Self-Help Owner-Built Homes

The Self-Help Housing Program offers low-income families the opportunity to own high-quality, energy-efficient homes by participating in the construction of the

homes, earning substantial sweat equity which reduces the amount of mortgage carried by the homebuyer. Extensive homebuyer counseling, financial literacy training and assistance with budgeting and resolving outstanding credit issues is provided to potential Self-Help participants. These services help families to qualify for not only the Self-Help program, but also prepares families for successful homeownership in general. The program has developed 69 single-family homeownership units since 2006; an additional 15 new homes are under construction and expected to be completed in summer of 2019.

RurAL CAP has been working with community leaders and stakeholders to explore the feasibility of using the self-help program and USDA direct mortgage loans to expand homeownership among low-income families in the northern region of Alaska. Part of this process is accommodating the shorter building season in the sub-arctic with an abbreviated set of required homebuyer labor elements.

Home Modification Program

In addition to work accomplished with Weatherization funding, RurAL CAP initiated a new grant in 2013 from the Alaska Department of Health and Social Services for Home Modifications for persons with disabilities. Outreach and eligibility work on this grant is being performed through partnerships with regional independent living centers across the state of Alaska. When feasible, Home Modifications funding is combined with Senior Access program funds to increase the range of modifications made to homes. Typical modifications include home access ramps, roll-in showers, and grab bars. In FY2016, 161 Alaskans with disabilities received assistance through Senior Access and Home Modifications programming.

Housing Weatherization Services

RurAL CAP's Planning and Construction housing services program assists rural and urban communities with carrying out housing development, rehabilitation, and weatherization. With special expertise in rural logistics, and in blending and managing funding from multiple sources, RurAL CAP helps communities expand and improve affordable, energy-efficient housing options.

Weatherization is the division's longest-standing program. The focus of weatherization is to increase the safety, energy-efficiency, and comfort of the homes served. Unlike similar programs in other areas of Alaska and the Lower 48, the Western/Northwestern Alaska program serves an entire community at one time, rather than individuals scattered among multiple communities. RurAL CAP weatherization projects take 1-3 years to complete, depending on the size of the community being served.

Homes receiving weatherization services must be occupied by income-eligible homeowners. Priority is given to Elders, handicapped individuals, and households with children under six years old. In all weatherization and rehabilitation projects, local hire is an important element which provides employment, and leaves communities with an increased skilled labor pool.

(vi) Obtain emergency assistance;

RurAL CAP provides emergency assistance to meet immediate and urgent family and individual needs in these ways:

Through the Project Homeless Connect in Anchorage, critical winter gear is distributed and initial contact information is provided about available services. Each year Supportive Housing's Anchorage outreach team initiates upwards of 2,000 contacts with homeless individuals in Anchorage in the form of referrals, support, and advocacy by the outreach team. Many of them receive food boxes, hot meals, showers and haircuts, substance abuse and mental health screenings, wheelchair

repairs, housing applications, employment support, and health screenings through Project Homeless Connect – a program sponsored by the Anchorage Coalition to End Homelessness, of which RurAL CAP is a member.

As homeless individuals enter Housing First or other RurAL CAP programs, more in-depth assistance is offered by helping residents access special services for which they are eligible but might not be using. Each resident is assigned a case manager who walks them through the steps necessary to access services, including health care, substance abuse treatment, mental health care, representation with regard to legal issues and accessing legal aid. Accessing income through mainstream providers, food stamps, housing (rental assistance through a tribal organization, rental deposit through the municipal Safe City program, Section 8 vouchers or public housing through the state public housing office), employment through the Workforce Investment Act and state/local programs, financial planning through non-profit agency Money Management International, and the Veterans Administration as applicable. Case managers offer this level of assistance to roughly 120 people a year. The result is that residents are better able to access services available to them and improve their potential for sustaining independent living situations.

Nutritional support and referral assistance is provided to low-income families in the Childhood Development programs. All 24 Head Start programs meet the USDA national guidelines that requires the provision of at least one-third of each child's daily nutritional guidelines. A majority of our programs exceed these requirements by serving two full meals, which is 2/3 of each child's daily nutritional requirement. In FY2016 124,909 meals were served during the school year. In addition, staff support parents and families of Head Start, Early Head Start, and Parents and Teachers children, by providing information on good nutrition and wellness. Monthly social activities often include a nutritious meal or snack, and from time to time, a cooking lesson. Programs also link parents and families in need with services from other organizations. Over 1200 children and their families are expected to receive services in 2019.

RurAL CAP administers emergency heating aid for lower-income Alaskans through the LIHEAP program. Typical assistance involves repair and/or replacement of residential heating systems.

(vii) Achieve greater participation in the affairs of the community;

RurAL CAP's Community Development Division provides resources, training and service opportunities to low-income Alaskans in order to promote health and wellness, improve environmental conditions, save energy, and build capacity. The division focuses on positive solutions that are culturally appropriate and achieve measurable results.

The Community Development Division includes three national service programs – Resilient Alaska Youth (RAY) AmeriCorps, Volunteers in Service to America (VISTA), and Elder Mentors – Foster Grandparents. RurAL CAP supports national service Members in communities across Alaska annually; in FY2016-2017, 25 RAY and VISTA Members are estimated to serve each year, and 100 Elder Mentors. Members are recruited locally from the communities they will serve in, trained by RurAL CAP, and serve for usually one year.

- (2) To address the needs of youth in low-income communities through youth development programs, the youth develop leadership and life skills leading to future employability.

The youth programs are strength-based and focus on academic proficiencies, health topics, community service, outdoor appreciation and survival skills, fostering of adult-youth relationships, environmental action, tobacco prevention, learning Native culture, and life skills. This is achieved by supporting the primary role of the family, giving priority to the prevention of youth problems and crime, promoting increased community

coordination and collaboration in meeting the needs of youth. Supporting the development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs), and after-school child care programs.

Through a partnership with the Office of Juvenile Justice and Delinquency Prevention, RurAL CAP works to reduce Alaska Native youth delinquency by supporting the successful development of Alaska Native youth at home, in school and in the community. The project supports strategies to coordinate services to youth and their families to address delinquency and associated risk factors such as alcohol and substance abuse, suicide, mental health issues, and domestic and sexual abuse. RurAL CAP provides training and technical assistance to other OJJDP grantees in Alaska and operates its own OJJDP program (The Resource Basket) through which youth-serving entities are eligible to apply for program funding and access informational resources.

RurAL CAP applied for and received funding from the Corporation for National and Community Service (CNCS) to act as the statewide administrator of the Foster Grandparent Program – known in many parts of the state as the “Elder Mentor” program. With a 36-year history in Alaska, the Foster Grandparent program engages primarily low-income seniors, ages 60 years and over, in volunteer service to their communities. Foster Grandparent volunteers mentor or tutor children or youth in school, Head Start, and community-based settings across the state, while earning a modest monthly stipend, meal, and transportation benefits. The program will engage approximately 100 volunteers a year with funding from CNCS and matching funds through partnerships with the State of Alaska, United Way of Anchorage, and corporate Alaska funders.

- (3) To make more effective use of, and to coordinate with, other programs (including State welfare reform efforts).

Each of RurAL CAP’s programmatic divisions prioritizes working collaboratively with partner agencies, projects, and communities, ensuring that RurAL CAP-led services are infused with local input, feedback, and participation, and that available resources are used as effectively as possible to maximize services to the state. At the foundation of RurAL CAP’s agency wide philosophy, programs and services are planned with input from and respect for the people they serve. All programs and services collaborate with partners to ensure activities have support, address real community needs, and utilize local skills and knowledge. RurAL CAP’s rich history of legacy and new programs for the past 50+ years and its ability to tell the story of its people and programs are key to its past growth and future success. The ability to communicate what the agency does, why it does it, and to identify the tangible cost benefits and results remain an organizational priority.

RurAL CAP is one of the largest and most diversified nonprofit organizations in Alaska, and therefore the breadth of partners and community relationships fostered, participated in, and maintained by the agency are frequent and numerous. Hundreds of funders, donors, partners, and supporters build RurAL CAP’s ability to reach its vision of *Healthy People, Sustainable Communities, Vibrant Cultures*. RurAL CAP administers programs and services to communities statewide annually and is adept at forming local partnerships in order to coordinate services, programs, and resources. Local support comes in the form of schools, health centers, tribal councils, nonprofits, local municipal governments and many other entities. These partnerships are essential to the efficient, effective, and positive implementation of RurAL CAP’s programs and services; it is through local relationships that the agency is able to gain a thorough understanding of the needs, histories, resources, and perspectives of each individual community, thus ensuring project approaches are well-suited and embraced by residents and leadership.

Youth Wellness Example

For more than 50 years, RurAL CAP has worked with rural tribal communities to find local solutions to locally-identified needs. The RAY AmeriCorps program builds capacity in rural, primarily Native communities to address the high rates of substance abuse and suicide by promoting the healthy development and overall wellbeing of youth. Through a statewide selection process, a consortium of service locations (tribal councils, community centers, health clinics, or schools) are identified to serve as program partners and host sites for the AmeriCorps Members in the communities. The Community Development Division has more than 10 years of experience working with youth, rural communities, and regional and statewide partners on promoting wellness and addressing substance abuse and suicide. RAY AmeriCorps Members continue to build on this method and assist local wellness coalitions and similar groups to plan and implement youth activities based on the Substance Abuse and Mental Health Services Administration's (SAMHSA) Strategic Prevention Framework (SPF). This is utilized nationally by the State of Alaska Division of Behavioral Health and in many rural communities across Alaska as an effective prevention model. RAY mobilizes volunteers, local leaders, community resources, national best practices, and other service providers to address youth wellness.

Anchorage Housing Example

RurAL CAP's Supportive Housing Division has prioritized building strong partnerships with service providers in order to best utilize limited resources to help high-needs populations of vulnerable, homeless adults experience co-occurring disorders such as mental illness and substance abuse. RurAL CAP coordinates with these providers of housing services, health care, homeless services, and other low-income services to link participants to the resources needed for basic needs, permanent housing, and sustained independence. The Supportive Housing Division has over 20 active Memorandums of Agreement with various partners in order to effectively and efficiently capitalize on areas of expertise to meet the diverse needs of the target population. Supportive Housing Division staff members are regular members of over 14 community groups addressing homelessness such as local task forces, emergency service providers meetings, the Anchorage Coalition to End Homelessness, and committees and community councils in the Fairview and Mountain View neighborhoods in the effort to end homelessness. RurAL CAP is active in the planning and implementation of Project Homeless Connect and participates in the City Wide Case Manager's Meeting, reaching over 100 case managers.

Many of these organizations have worked together addressing the issues of homelessness, treatment, and supportive services since the first Mayor's Task Force on Homelessness in 1993. The agencies are very familiar with each other, their roles, and the current resources available in mental health and substance abuse services and permanent housing. RurAL CAP maintains good relations with these agencies in providing services and support to the target population and is currently collaborating with these agencies in addressing the spectrum of homelessness, poverty, mental illness, substance abuse, fair and affordable housing, and more. For example, Alaska Legal Services Corporation partners with RurAL CAP to provide legal services to tenants at the agency's Supportive Housing Division affordable, transitional, permanent, and supportive housing facilities in Anchorage. Alaska Legal Services supports housing opportunity for people in need and vulnerable community members.

Early Childhood Education Example

RurAL CAP's Child Development Division benefits from a variety of partner agencies and programs, such as internal Head Start sites and programs administered by other RurAL CAP divisions, regional Housing Authorities and health clinics, tribal and city offices, Native Corporations, school districts and their management staff/teachers, and other social service providers. These partners contribute vital information about needs of their local constituents to RurAL CAP's early education and family support initiatives. Maintaining relationships with such organizations ensures that needs are discussed openly, frequently, and accurately.

RurAL CAP's Parents as Teachers (PAT) program functions as a prenatal/early childhood development, parenting skills, and family support program. The families who participate in PAT model services across the state have the identified need of guidance, education, and mentorship in being their child's first and best teacher in life. RurAL CAP uses the national PAT model to improve the stability, safety, and wellbeing of participant's lives, and connects them to additional public benefits, services, and resources that will improve and enhance the quality of their lives and the experience had by their young children. The PAT Program maintains an Advisory Committee that meets every six months and has several key functions, most notably to advise, provide support for, promote, and offer input to the program. The Advisory Committee provides support for the development and promotion of RurAL CAP as a national PAT affiliate, helps identify funding sources, and provides input on program planning and evaluation. Members include program partners, peer PAT programs, early education and family support professionals, participating parents, and other community stakeholders. RurAL CAP is also the host of the Alaska State PAT Office, hosting an annual certification training and leading advocacy efforts. Strong community partnerships allow RurAL CAP to combine limited resources that maximize quality services to families and their young children. Formal and informal agreements are established as needed, and include benefits such as office and meeting space. Community organizations also contribute donations, such as food, clothing, and supplies. Partners also occasionally assist in identifying other funding resources and connecting program participants to additional resources and opportunities.

In Anchorage, RurAL CAP operates a PAT program titled *Family Support through Parents as Teachers Program*, in partnership with the State of Alaska. Participating families are referred to the program by the Division of Office of Children's Services (OCS), self-referrals, and referrals via other service providers, such as a school, health clinic, or community agency. Currently in place are many additional relationships with service providers that lend themselves to the family referral process. These relationships include Abused Women's Aid in Crisis (AWAIC), Programs for Infants and Children (PIC), Family Outreach Center for Understanding Special-Needs, Inc. (FOCUS, Inc.), and Hope Community Resources, Inc.

- b) **Assurance '676(b)(4):** Eligible entities in the State will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.

Project Homeless Connect and Street Count

Project Homeless Connect and Street Count provides a one-stop-shop of resources for homeless individuals and families. RurAL CAP employees contributed nearly 100 hours of time over a dozen staff members to the Project Homeless Connect one-stop-shop event for homeless individuals. The program helps homeless individuals by obtaining food boxes, hot meals, showers and haircuts, onsite child care, substance abuse and mental health screenings, wheelchair repairs, housing applications, employment support, and health screenings.

Head Start

RurAL CAP has met the federal nutrition requirements for its Head Start sites.

- c) **State Assurance '676(b)(5):** and the eligible entities in the State will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services, and State and the eligible entities will coordinate the provision of employment and training activities in the State and in communities with entities providing activities through statewide and local workforce investment systems under the Workforce Investment Act of 1998.

RurAL CAP works extensively with state-related entities that receive funding under the Workforce Investment Act. The Supportive Housing Division works with Nine Star, Division of Vocational Rehabilitation, State Training and Employment Program, all GED completion programs, Cook Inlet Tribal Council, etc. to assist resident participants in reaching their employment goals. The Department of Labor (DOL) assists with job applications. In addition, residents are provided employment classes and internet access to private companies that may be hiring. They are also provide transportation to employment related activities and access to “day labor” jobs. In FY2015 RurAL CAP became an approved Community Rehabilitation Provider through the State of Alaska, to provide employment-related assistance and support to eligible participants through the agency’s Employment Specialist position.

The Planning and Construction Division hires individuals for the weatherization projects who have completed DOL workforce training programs.

- d) Assurance '676(b)(6):** The State will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low-income home energy assistance) are conducted in such communities.

RurAL CAP is a weatherization service provider and manages a state program administered by Alaska Housing Finance Corporation that offers free weatherization services for low and middle-income residents in western and northern Alaska, the Municipality of Anchorage, and the City and Borough of Juneau. The goal of the program is to increase the energy efficiency (save stove oil and electricity costs) in the homes. Eligibility has been extended to 100 percent of median income to allow more people to qualify. However, persons at 60 percent median income have a higher priority.

RurAL CAP also administers a share of the US Department of Energy low-income weatherization assistance program, with funding funneled through the Alaska Housing Finance Corporation. Together with weatherization service providers throughout the state, RurAL CAP participates in program planning, and development of standard work specifications and standards. RurAL CAP has fully operationalized the DOE requirement for Quality Control inspections, with certified QCIs on staff, providing inspections of both rural and urban weatherization projects incorporating DOE funding.

- e) Assurance '676(b)(9):** The State and eligible entities in the State will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.

The Supportive Housing Division is an example of successful partnerships throughout Anchorage to maximize services for individuals with low incomes. It currently has partnerships with businesses such as the Red Apple Grocery store and Camp Fire for handling their recycling efforts. It provides day labor to several construction or private businesses in Anchorage. It partners with Catholic Social Services, Cook Inlet Tribal Council, the Municipal Dept. of Neighborhoods, Alaska Housing Finance Corporation (AHFC), The Alaska Mental Health Trust Authority, the Alaskan Aids Assistance Association, HUD, the Division of Behavioral Health, Cook Inlet Housing Authority, Anchorage Housing Initiatives, individual landlords throughout Anchorage, the Mt. View Community Council, etc., to provide a continuum of care from getting people off the streets to eventually placing them in permanent supportive housing.

The Child Development, Community Development, and Planning and Construction Divisions provide services in rural Alaska are also well connected with the many statewide, regional, and local organizations. This allows them to more effectively and efficiently deliver services, including school districts, tribal organizations, city, municipal and borough governments, church groups, Boys & Girls Clubs, State Departments of Education and Health and Social Services, natural resource entities, solid waste management, AHFC, federal agencies, local clinics, Elders Councils, University of Alaska, Native corporations and organizations, and

financial institutions. RurAL CAP partners with approximately 100 different organizations annually to deliver its programs and services.

The Community Development Division maintains numerous partnerships and coordinates programs with a variety of community-based and statewide organizations involving low-income people also served by the State of Alaska. These include tribal governments and city councils, schools, churches, health clinics, and other organizations in dozens of communities across Alaska where national service Members serve. In addition, the Division partners with Alaska Native non-profit and for-profit corporations, statewide non-profit agencies, and foundations. A sampling of these organizations include Yukon River Inter-Tribal Watershed Council, Tanana Chiefs Conference, Alaska Native Tribal Health Consortium, Alaska Community Foundation, Nome Eskimo Community, Association of Village Council Presidents, Cook Inlet Tribal Council, Bristol Bay Native Association, Bristol Bay Native Corporation, Kodiak Island Housing Authority, Best Beginnings, Central Council Tlingit & Haida Indian Tribes of Alaska, Bering Straits School District, Alaska Youth for Environmental Action, Renewable Energy Alaska Project, Spirit of Youth, Alaska Tribal Conference on Environmental Management, First Alaskans Institute, Cold Climate Housing Research Center, the Alaskan Aids Assistance Association.

(f) Assurance 678D(a)(3): The State agrees to repay to the United States amount of funds found not to have been expended in accordance with the Act, or the Secretary may offset such amounts against any other amount to which the State is or may become entitled under the CSBG program [678D(a)(3)].

In response to the Administrative and Financial Assurances, section 678D(a)(3), RurAL CAP's Accounting Policies and Procedures include specific best practices to account for all financial transactions in accordance with Generally Accepted Accounting Principles and Grantor requirements. The purpose of these policies is to establish a uniform process for the accounting of all funds that the agency manages.

The Procedures reflect that all funds will be accounted for in accordance with the following regulations:

1. Statutory provisions of authorization legislation (state and federal).
2. The Office of Management and Budget (OMB) circulars that relate to non-profit organizations under 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).
3. The Code of Federal Regulations (CFR) contains rules specific to different federal departments and programs.
 - A. Department of Health and Human Services: 45 CFR
 - B. Department of Energy: 10 CFR
 - C. Department of Housing and Urban Development: 24 CFR
 - D. Environmental Protection Agency: 40 CFR
4. Catalog of Federal Domestic Assistance (CFDA)
5. Generally Accepted Accounting Principles (GAAP)
6. Statement of Financial Accounting Standards (SFAS)
7. Internal Revenue Service Regulations for 501 (c) (3) organizations.
8. Terms of the grant agreement may have special requirements mandated by the funding source.
9. Policies and procedures of RurAL CAP.

(g) Assurance 678F(c): Ensure that no person shall, on the basis of race, color, national origin or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with CSBG program funds. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1075 (42 U. S.C. 6101 et seq.) or with respect to an otherwise qualified individual with a disability as provided in Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 12131 et seq.) or Title II of the American with Disabilities Act (42 U.S.C. 12131 et seq.) shall also apply to any such program or activity [678F(c)].

In response to the Administrative and Financial Assurances, section 678F(c), Rural CAP's Administration Policies and Procedures (updated and approved annually by the Board of Directors) provide for Nondiscrimination in Program Services. The Policy Statement reflects Programs specifies that all programs shall be conducted free of discrimination, and the purpose of the policy is to establish a nondiscrimination policy in accordance with applicable laws (such as the Americans with Disabilities Act and the Fair Housing and Equal Opportunity Laws) and regulations. The policy also establishes how the public and service recipients receive information about this policy and how they can file complaints.

The Procedures to the policy explicitly state programs will be free from discrimination, harassment and bullying against any person because of race, religion, color, national origin, age, disability, gender, sexual orientation, marital status, pregnancy, parenthood, political affiliation, veteran status or any other characteristic protected by law.

Discrimination is defined as treating people differently, either preferentially or with adverse impact, because they have similar characteristics or because they are from specific groups.

The Policy also speaks to the posting of the nondiscrimination policy in accordance with grantor requirements and electronic posting on the agency's website.

A Complaint Process reflects that any internal employee complaints shall be sent to the RurAL CAP Human Resources Director at RurAL CAP's central office address at 731 East 8th Avenue, Anchorage, Alaska 99501. External client or citizen complaints are referred to the Risk Manager at the same central office address.

- (h) Assurance 679:** The State will consider religious organizations on the same basis as other non-governmental organizations to provide assistance under the program so long as the program is implemented in a manner consistent with the Establishment Clause of the first amendment to the Constitution, not to discriminate against an organization that provides assistance under, or applies to provide assistance under the CSBG program on the basis that the organization has a religious character, and not to require a religious organization to alter its form of internal government except as provided under Section 678B or to remove religious art, icons, scripture or other symbols in order to provide assistance under the CSBG program [679].

In response to the Administrative and Financial Assurances, section 679, Rural CAP's Administration Policies and Procedures are reviewed, updated, and approved annually by the Board of Directors. Section 214-2, Nondiscrimination in Program Services as described above in Section 678F(c) includes language that Programs shall be conducted free of discrimination, and the purpose of the policy is to establish a nondiscrimination policy in accordance with applicable laws (such as the Americans with Disabilities Act and the Fair Housing and Equal Opportunity Laws) and regulations. The policy also establishes how the public and service recipients receive information about this policy and how they can file complaints. The Procedures to the policy explicitly state programs will be free from discrimination, harassment and bullying against any person because of race, religion, color, national origin, age, disability, gender, sexual orientation, marital status, pregnancy, parenthood, political affiliation, veteran status or any other characteristic protected by law.

F. Fiscal Controls and Monitoring

- 1. State Program Monitoring:** Department staff monitors RurAL CAP on an on-going basis to ensure compliance with the provisions of the Act. An on-site review took place at the RurAL CAP offices in Anchorage on June 12-15, 2018. The State has met its obligation to monitor the grantee on-site at least once every three years.

When an on-site visit is done, an entrance interview is conducted with the Executive Director/CEO of RurAL CAP and anyone he/she elects to have participate. The purpose of the

entrance interview is to review the monitoring process and the files, records, etc which will need to be made available.

After the monitoring review is completed, an exit interview is held with the Executive Director/CEO of RurAL CAP and any one he/she elects to have participate. During that interview, any challenges, concerns, or issues that need to be addressed or resolved, will be outlined.

A written monitoring report also outlining issues (both positive and negative) is sent to RurAL CAP's Executive Director/CEO with timelines for resolution identified.

There were no findings or issues of a negative nature identified as a result of the June 2018 monitoring visit.

RurAL CAP has an annual audit conducted each year by a private independent firm. The audit meets both federal single audit and state single audit requirements. KPMG completed an audit for the year ending September 30, 2017 and issued its report in December 2017. No matters involving internal controls and its operation were found that were considered a material weakness.

2. **Corrective Action, Termination and Reduction of Funding:** If the Department should determine that the eligible entity fails to comply with the terms of an agreement, the State Plan, or to provide services under this subtitle, or to meet appropriate standards, goals, and other requirements, the Department will provide RurAL CAP with written notification of the deficiencies and an opportunity to correct the deficiencies within an agreed upon timeframe (60 days). Within 30 days after receiving an improvement plan from RurAL CAP, the Department will review it and make a determination as to its acceptability. If not acceptable, reasons why will be identified. Technical assistance will be offered by the Department in correcting the deficiencies.

If the eligible entity fails to correct the deficiencies, after providing the eligible entity with adequate notice and an opportunity for a hearing, the Department will initiate proceedings to terminate the designation of or reduce the funding under this subtitle of the eligible entity. The Secretary will be copied on all such correspondence.

3. **Fiscal Controls, Audits, and Withholding:** The Department provides assurance that fiscal and fund accounting procedures in compliance with 2 CFR Part 200 have been established and shall apply to recipients of funds under this subtitle, to ensure the proper disbursement of and accounting for federal funds paid to the State under this subtitle, including procedures for monitoring the assistance provided under this subtitle and provide at least every year for the preparation of an audit of expenditures of amounts received under this subtitle and amounts transferred to carry out the purposes of this subtitle, in accordance with the Single Audit Act, PL 98-502 (31 USC 75 and 2 CFR Part 200 Subpart F). The Department requires that the Grantee be audited annually and a copy submitted to the Office of Management and Budget for review and audit resolution if required.

The Department segregates each federal grant appropriation into two categories: Grant Funds and Administrative Funds. A collocation code for each is established once funds are released by the Budget Analyst. The eligible entity's grant agreement is coded to the Grants Line Item. It contains a line item budget against which monthly billings for reimbursement are requested. The Grantee's monthly financial reimbursement requests are approved by Program staff for program compliance and reviewed by Fiscal staff for mathematical accuracy.

Administrative funds are also tracked by major program code. All expenditures are approved and tracked by Program and Fiscal staff.

- a) **Cooperation with Federal Investigations [676(b)(7) and 678D]:** The Department agrees to cooperate with any Federal investigation undertaken in accordance with Section 678D(b)(3) of the Act. No federal investigations were undertaken in prior years, but should the need arise,

the Department will assist in any way possible. Copies of the State Plan, RurAL CAP's grant agreements, and Annual Reports are public information and open and available for review by the public, the Alaska Governor's Office, the Alaska State Legislature, the Alaska State Congressional delegation, or any interested party.

- b) Termination or reduction in proportional funding [676(b)(8)]:** Any eligible entity in the State that received funding in the previous fiscal year through a grant under the CSBG program will not have its funding terminated or reduced below the proportional share of funding the entity received in the previous fiscal year unless, after providing notice and an opportunity for a hearing on the record, the State determines that cause exists for such termination or such reduction, subject to review by the Secretary as provided in Section 678C(b) of the Act.

During prior Federal Fiscal years the Department has not terminated or reduced funding to a Community Action Agency. Procedures for so doing are outlined in this Plan.

- c) Adequate Representation on the Board [676(b)(10)]:** The By-Laws of the Board of Directors of RurAL CAP delineate the procedures for obtaining representation on the Board and the mechanisms to obtain representation by other means. RurAL CAP submits a copy of the by-laws to the State annually.

G. Accountability and Reporting Requirements

1. Results-Oriented Management and Accountability:

RurAL CAP is actively participating in the National Community Action efforts to stay abreast of new core Federal standards for CSBG funding, ROMA next generation practices, as well as discussion of performance management tools and protocols at the local, State, and Federal levels. This work is intended to result in improvements in the CSBG management and reporting system and reflect how CSBG contributes to community action efforts to improve the lives of low-income people.

Over the years, RurAL CAP has provided in-depth training in results-oriented outcome management to its staff. RurAL CAP is involved with the national Community Action Partnership and Region X Center of Excellence effort to find ways to standardize understanding of the full range of ROMA activities as well as to continue to identify practices and protocols to help move the agency to a more structured performance measurement and performance management system, implementing ROMA Next Gen.

RurAL CAP experienced recent changes in executive leadership; the agency is redoubling its efforts to instill ROMA principles throughout the agency's staff, leadership, and board. Several board members and executive leadership will attend the annual Community Action Partnership conference in August and will participate in ROMA training sessions. Two members from RurAL CAP are in the ROMA Implementer training program and expected to complete their certification requirements in September 2018. The agency plans to train additional staff as ROMA Implementers during the 2019 fiscal year, to infuse ROMA principles throughout the entire organization. Arrangements to bring Association of Nationally Certified ROMA Trainer to Alaska to provide the on-site ROMA Implementer training and to provide a focused ROMA training for the entire RurAL CAP Board of Directors.

Stemming from a strategic planning process informed by the community needs assessment, RurAL CAP develops performance goals and designs plans and programs to implement those goals. Outcome measures are evaluated to address progress towards meeting goals. The outcome measures encompass internal and grantor-required goals in addition to CSBG performance standards (NPIs are included to RurAL CAP's Scope of Work, Narratives, Budgets and Work Plan documents).

In 2017, RurAL CAP achieved accreditation with the Council on Accreditation (COA) for several of its program areas that involve specific types of services related to behavioral health, health care, and substance abuse recovery. COA accreditation requires that the agency conform not only to CSBG Performance Standards, but with COA standards as well. There is a high

degree of congruence, and no conflict between COA standards and CSBG Performance Standards. The accreditation process required a substantial effort over a two-year period to engage in a rigorous self-study, and to implement improvements in several areas. As a result, many of the agency's internal systems, policies, and procedures were overhauled and to reflect best practices. The Performance and Quality Improvement (PQI) Plan and Risk Management Plan are developed and are now operational.

Periodic reports to the Board incorporate ROMA Next Gen, CSBG's Organizational Standards, Accreditation standards, and numerous grant requirements for a robust effort on measuring results organization wide, including measurements of internal capacity as well as customer-focused outcomes.

RurAL CAP has implemented agency-wide database that serves as a tool for the diverse programs in all four Divisions to collect data on program participants, program outputs, and outcomes. By investing in a database, RurAL CAP has an increased ability to ensure consistency in reporting program outputs and outcomes with greater accuracy and less duplication.

Thirty-three programs that are 'live' in the database, with 100 active users. Additionally, RurAL CAP extended its contract with Adsystech to develop an Electronic Medical Record system to ready the database for Accreditation and future use with Medicaid billing and other grants that require secure medical records.

All RurAL CAP programs employ the ROMA model of outcome evaluation. Through a PQI committee comprised of program managers and supervisors, ongoing review and evaluation of the agency's processes and performance occurs; the findings and recommendations of the PQI committee are provided to and reviewed by the executive staff and Leadership Team for approval and implementation. In addition, the Leadership Team receives weekly critical incident reports from every division, which inform refinements to the Risk Management Plan, as well as program-specific operating procedures, and agency policies and procedures. Over the coming year, RurAL CAP will continue to further integrate its outcome management approach with both CSBG and COA standards, and the agency's strategic planning process to assure that it continues to sustain, grow and improve as a human service organization.

2. Annual Report [678E(a)(2)]:

The Department complies with this requirement through the annual submission of the Community Services Block Grant Information System Survey (CSBG/IS) submitted to the National Association for State Community Service Programs (NASCS). The latest compiled report was included in the 2017 CSBG/IS report due to NASCS by March 31, 2018.

The Department's CSBG/IS reports include information that is pertinent, comprehensive, and which describes in detail the CSBG activities and services provided, and addresses outcomes which measure how CSBG funds were used to promote self-sufficiency, family stability, and community revitalization. It includes: Performance Objectives, Program Accomplishments and Activities, a Comparison of Planned vs. Actual Expenditures for the Prior Fiscal Year, a Profile of Participants Served (number and characteristics of clients served), a Statistical Report on CSBG Program Services, and a State Offered T & TA Report (as an attachment).

VI. Appendices

A. Statement of Federal and CSBG Assurances

B. Budget Summary by Component/Work Plans/Narratives/Outcome Measures

C. Documentation of Public Hearing

Appendix A

Statement of Federal and CSBG Assurances

IV. Statement of Federal and CSBG Assurances:

The designee of the chief executive of the State of Alaska hereby agrees to the Assurances in Section 676 of the Act, as amended, (42 U.S.C. 9901 et seq.)(The Act), as follows-

A. Programmatic Assurances

Sec. 676(b) State application and plan

Beginning with fiscal year 2000, to be eligible to receive a grant or allotment under section 9905 or 9906 of this title, a State shall prepare and submit to the Secretary an application and State plan covering a period of not less than 1 fiscal year and not more than 2 fiscal years. The plan shall be submitted not later than 30 days prior to the beginning of the first fiscal year covered by the plan, and shall contain such information as the Secretary shall require, including -

(1) an assurance that funds made available through the grant or allotment will be used -

(A) to support activities that are designed to assist low- income families and individuals, including families and individuals receiving assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), homeless families and individuals, migrant or seasonal farmworkers, and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals -

(i) to remove obstacles and solve problems that block the achievement of self-sufficiency (including self-sufficiency for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);

(ii) to secure and retain meaningful employment;

(iii) to attain an adequate education, with particular attention toward improving literacy skills of the low-income families in the communities involved, which may include carrying out family literacy initiatives;

(iv) to make better use of available income;

(v) to obtain and maintain adequate housing and a suitable living environment;

(vi) to obtain emergency assistance through loans, grants, or other means to meet immediate and urgent family and individual needs; and

(vii) to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to -

(I) document best practices based on successful grassroots intervention in urban areas, to develop methodologies for widespread replication; and

(II) strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

(B) to address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community- based youth development programs that have demonstrated success in preventing or reducing youth crime, such as -

(i) programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and

(ii) after-school child care programs; and

- (C) to make more effective use of, and to coordinate with, other programs related to the purposes of this chapter (including State welfare reform efforts);
- (2) a description of how the State intends to use discretionary funds made available from the remainder of the grant or allotment described in section 9907(b) of this title in accordance with this chapter, including a description of how the State will support innovative community and neighborhood-based initiatives related to the purposes of this chapter;
- (3) information provided by eligible entities in the State, containing -
- (A) a description of the service delivery system, for services provided or coordinated with funds made available through grants made under section 9907(a) of this title, targeted to low-income individuals and families in communities within the State;
 - (B) a description of how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations;
 - (C) a description of how funds made available through grants made under section 9907(a) of this title will be coordinated with other public and private resources; and
 - (D) a description of how the local entity will use the funds to support innovative community and neighborhood-based initiatives related to the purposes of this chapter, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting;
- (4) an assurance that eligible entities in the State will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals;
- (5) an assurance that the State and the eligible entities in the State will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services, and a description of how the State and the eligible entities will coordinate the provision of employment and training activities, as defined in section 101 of such Act [29 U.S.C. 2801], in the State and in communities with entities providing activities through statewide and local workforce investment systems under the Workforce Investment Act of 1998;
- (6) an assurance that the State will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI [42 U.S.C. 8621 et seq.] (relating to low-income home energy assistance) are conducted in such community;
- (7) an assurance that the State will permit and cooperate with Federal investigations undertaken in accordance with section 9916 of this title;
- (8) an assurance that any eligible entity in the State that received funding in the previous fiscal year through a community services block grant made under this chapter will not have its funding terminated under this chapter, or reduced below the proportional share of funding the entity received in the previous fiscal year unless, after providing notice and an opportunity for a hearing on the record, the State determines that cause exists for such termination or such reduction, subject to review by the Secretary as provided in section 9915(b) of this title;
- (9) an assurance that the State and eligible entities in the State will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations;
- (10) an assurance that the State will require each eligible entity in the State to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately

represented on the board (or other mechanism) of the eligible entity to petition for adequate representation;

(11) an assurance that the State will secure from each eligible entity in the State, as a condition to receipt of funding by the entity through a community services block grant made under this chapter for a program, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State plan) that includes a community-needs assessment for the community served, which may be coordinated with community- needs assessments conducted for other programs;

(12) an assurance that the State and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, another performance measure system for which the Secretary facilitated development pursuant to section 9917(b) of this title, or an alternative system for measuring performance and results that meets the requirements of that section, and a description of outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization; and

(13) information describing how the State will carry out the assurances described in this subsection.

B. Administrative Assurances

The State further agrees to the following, as required under the Act:

- (1) To submit an application to the Secretary containing information and provisions that describe the programs for which assistance is sought under the community services block grant program prepared in accordance with and containing the information described in, Section 676 of the Act. [‘675A(b)]
- (2) To use not less than 90 percent of the funds made available to the State by the Secretary under Section 675A or 675B of the Act to make grants to eligible entities for the stated purposes of the community services block grant program and to make such funds available to eligible entities for obligation during the fiscal year and the succeeding fiscal year, subject to the provisions regarding recapture and redistribution of unobligated funds outlined below. [‘675C(a)(1) and (2)]
- (3) In the event that the State elects to recapture and redistribute funds to an eligible entity through a grant made under Section 675C(a)(1) when unobligated funds exceed 20 percent of the amount so distributed to such eligible entity for such fiscal year, the State agrees to redistribute recaptured funds to an eligible entity, or require the original recipient of the fund to redistribute the funds to a private, nonprofit organization, located within the community served by the original recipient of the funds, for activities consistent with the purposes of the community services block grant program. [‘675C(a)(3)]
- (4) To spend no more than the greater of \$55,000 or 5 percent of its grant received under Section 675A or the State allotment received under section 675B for administrative expenses, including monitoring activities. [‘675C(b)(2)]
- (5) In states with a charity tax credit in effect under state law, the State agrees to comply with the requirements and limitations specified in Section 675(c) regarding use of funds for statewide activities to provide charity tax credits to qualified charities whose predominant activity is the provision of direct services within the United States to individuals and families whose annual incomes generally do not exceed 185 percent of the poverty line in order to prevent or alleviate poverty among such individuals and families. [‘675(c)]
- (6) That the lead agency will hold at least one hearing in the State with sufficient time and statewide distribution of notice of such hearing, to provide to the public an opportunity to comment on the proposed use and distribution of funds to be provided through the grant or allotment under Section 675A or 675B for the period covered by the State plan. [‘676(a)(2)(B)]
- (7) That the chief executive officer of the state will designate, an appropriate State agency for purposes of carrying out State community services block grant program activities. [‘676(a)(1)]

- (8) To hold at least one legislative hearing every three years in conjunction with the development of the State plan. [‘676(a)(3)]
- (9) To make available for the public inspection each plan or revised State plan in such a manner as will facilitate review of and comment on the plan. [‘676(e)(2)]
- (10) To conduct the following reviews of eligible entities:
 - (a) full onsite review of each such entity at least once during each three-year period;
 - (b) an onsite review of each newly designated entity immediately after the completion of the first year in which such entity receives funds through the community services block grant program;
 - (c) follow-up reviews including prompt return visits to eligible entities, and their programs, that fail to meet the goals, standards, and requirements established by the State;
 - (d) other reviews as appropriate, including reviews of entities with programs that have had other Federal, State or local grants (other than assistance provided under the community services block grant program) terminated for cause. [‘678 B(a)]
- (11) In the event that the State determines that an eligible entity fails to comply with the terms of an agreement or the State plan, to provide services under the community services block grant program or to meet appropriate standards, goals, and other requirements established by the State (including performance objectives), the State will comply with the requirements outlined in Section 678C of the Act, to:
 - (a) inform the entity of the deficiency to be corrected;
 - (b) require the entity to correct the deficiency;
 - (c) offer training and technical assistance as appropriate to help correct the deficiency, and submit to the Secretary a report describing the training and technical assistance offered or stating the reasons for determining that training and technical assistance are not appropriate;
 - (d) at the discretion of the State, offer the eligible entity an opportunity to develop and implement, within 60 days after being informed of the deficiency, a quality improvement plan and to either approve the proposed plan or specify reasons why the proposed plan cannot be approved;
 - (e) after providing adequate notice and an opportunity for a hearing, initiate proceedings to terminate the designation of or reduce the funding to the eligible entity unless the entity corrects the deficiency. [‘678C(a)]
- (12) To establish fiscal controls, procedures, audits and inspections, as required under Sections 678D(a)(1) and 678D(a)(2) of the Act.
- (13) To repay to the United States amounts found not to have been expended in accordance with the act, or the Secretary may offset such amounts against any other amount to which the State is or may become entitled under the community services block grant program. [‘678D(a)(3)]
- (14) To participate, by October 1, 2001, and ensure that all-eligible entities in the State participate in the Results-Oriented Management and Accountability (ROMA) System. [‘678E(a)(1)]
- (15) To prepare and submit to the Secretary an annual report on the measured performance of the State and its eligible entities, as described under ‘678E(a)(2) of the Act.
- (16) To comply with the prohibition against use of community services block grant funds for the purchase or improvement of land, or the purchase, construction, or permanent improvement (other than low-cost residential weatherization or other energy-related home repairs) of any building or other facility, as described in Section 678F(a) of the Act.
- (17) To ensure that programs assisted by community services block grant funds shall not be carried out in a manner involving the use of program funds, the provision of services, or the employment or assignment of personnel in a manner supporting or resulting in the identification of such programs with any partisan or nonpartisan political activity or any political activity associated with a candidate, or contending faction or group, in an election for public or party office; any activity to provide voters or prospective voters with transportation to the polls or similar assistance with any such election, or any voter registration activity. [‘678F(b)]

(18) To ensure that no person shall, on the basis of race, color, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with community services block grant program funds. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.) or with respect to an otherwise qualified individual with a disability as provided in Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 12131 et seq.) shall also apply to any such program or activity. [‘678F(c)]

(19) Section 679. Operational Rule.

(a) Religious Organizations Included as Nongovernmental Providers. - For any program carried out by the Federal Government, or by a State or local government under this subtitle, the government shall consider, on the same basis as other nongovernmental organizations, religious organizations to provide the assistance under the program, so long as the program is implemented in a manner consistent with the Establishment Clause of the first amendment to the Constitution. Neither the Federal Government nor a State or local government receiving funds under this subtitle shall discriminate against an organization that provides assistance under, or applies to provide assistance under, this subtitle, on the basis that the organization has a religious character.

(b) Religious Character and Independence.

(1) In General. – A religious organization that provides assistance under a program described in subsection (a) shall retain its religious character and control over the definition, development, practice, and expression of its religious beliefs.

(2) Additional Safeguards. – Neither the Federal Government nor a State or local government shall require a religious organization—

- (A) to alter its form of internal governance, except (for purposes of administration of the community services block grant program) as provided in section 676B; or
- (B) to remove religious art, icons, scripture, or other symbols; in order to be eligible to provide assistance under a program described in subsection (a).

(3) Employment Practices. – A religious organization’s exemption provided under section 702 of the Civil Rights Act of 1964 (42 U.S.C. 2000e–1) regarding employment practices shall not be affected by its participation in, or receipt of funds from, programs described in subsection (a).

(c) Limitations on Use of Funds or Certain Purposes. - No funds provided directly to a religious organization to provide assistance under any program described in subsection (a) shall be expended for sectarian worship, instruction, or proselytization.

(d) Fiscal Accountability –

(1) In General.—Except as provided in paragraph (2), any religious organization providing assistance under any program described in subsection (a) shall be subject to the same regulations as other nongovernmental organizations to account in accord with generally accepted accounting principles for the use of such funds provided under such program.


(2) Limited Audit.—Such organization shall segregate government funds provided under such program into a separate account. Only the government funds shall be subject to audit by the government.

(e) Treatment of Eligible Entities and Other Intermediate Organizations. - If an eligible entity or other organization (referred to in this subsection as an ‘intermediate organization’), acting under a contract, or grant or other agreement, with the Federal Government or a State or local government, is given the authority under the contract or agreement to select nongovernmental organizations to provide assistance under the programs described in subsection (a), the intermediate organization shall have the same duties under this section as the government.

C. Other Administrative Certifications

The State also certifies the following:

- (1) To provide assurances that cost and accounting standards of the Office of Management and Budget (OMB Circular 2 CFR Part 200) shall apply to a recipient of community services block grant program funds.



Signature
Director, DCRA

Title
8/21/18

State of Alaska, Department of Commerce, Community, and Economic Development
Organization

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.


Signature

Director, DCRA

8/29/18

Title

State of Alaska, Department of Commerce, Community, and Economic Development
Organization

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988: 45 CFR Part 76, Subpart, F. Sections 76.630(c) and (d)(2) and 76.645(a)(1) and (b) provide that a Federal agency may designate a central receipt point for STATE-WIDE AND STATE AGENCY-WIDE certifications, and for notification of criminal drug convictions. For the Department of Health and Human Services, the central point is: Division of Grants Management and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, SW Washington, DC 20201.

Certification Regarding Drug-Free Workplace Requirements (Instructions for Certification)

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.
2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies.
4. For grantees who are individuals, Alternate II applies.
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).
8. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

Controlled substance means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

Criminal drug statute means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

Employee means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All direct charge employees; (ii) All indirect charge employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

Alternate I. (Grantees Other Than Individuals)

The grantee certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about --
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted --
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).
- (B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

455 3rd Avenue, Suite 140, Fairbanks, Alaska 99701-4737

150 W 3rd Street, Juneau, Alaska 99811

☐ Check if there are workplaces on file that are not identified here.

Alternate II. (Grantees Who Are Individuals)

(a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;

(b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

[55 FR 21690, 21702, May 25, 1990]



Signature

Director, *DCRA*

8/29/18

Title

State of Alaska, Department of Commerce, Community, and Economic Development
Organization

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

Certification Regarding Debarment, Suspension, and Other Responsibility Matters--Primary Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters--Primary Covered Transactions

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, [[Page 33043]] should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.



Signature

Director, *DCRA*

Title

8/29/18

State of Alaska, Department of Commerce, Community, and Economic Development
Organization

CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

Public Law 103227, Part C Environmental Tobacco Smoke, also known as the Pro Children Act of 1994, requires that smoking not be permitted in any portion of any indoor routinely owned or leased or contracted for by an entity and used routinely or regularly for provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1000 per day and/or the imposition of an administrative compliance order on the responsible entity. By signing and submitting this application the applicant/grantee certifies that it will comply with the requirements of the Act.

The applicant/grantee further agrees that it will require the language of this certification be included in any subawards which contain provisions for the children's services and that all subgrantees shall certify accordingly.

Signature

Director, DCRA

Title

State of Alaska, Department of Commerce, Community, and Economic Development

Organization

29 August 2018

Date

CERTIFICATION REGARDING MAINTENANCE OF EFFORT

In accordance with the applicable program statute(s) and regulation(s), the undersigned certifies that financial assistance provided by the Administration for Children and Families, for the specified activities to be performed under the Community Service Block Grant Program by State of Alaska (Applicant Organization), will be in addition to, and not in substitution for, comparable activities previously carried on without Federal assistance.

Signature

Director, DCRA

Title

State of Alaska, Department of Commerce, Community, and Economic Development

Organization

29 August 2018

Date

Appendix B

Budget Summary by Component/ Work Plans/Narratives/Outcome Measures

Community Services Block Grant - FY 2019

Submitted by Rural Alaska Community Action Program, Inc.

Scope of Work

During the period April 1, 2019 to June 30, 2020, RurAL CAP proposes to use Community Services Block Grant funds in the following components: Administrative Services, Child Development, Community Development, Development and Communications Services, Planning and Construction, and Supportive Housing.

Overview of FY 2019 CSBG Proposal

Administrative Services	\$ 111,726
• Administrative Services	
Child Development Division	\$ 533,398
• Child Development Center	
• Child Development Division Support	
Community Development Division	\$ 353,872
• AmeriCorps Program	
• Rural Providers' Conference	
• Community Development Division Support	
Development and Communications Services	\$ 635,616
• Research, Development and Evaluation	
Planning and Construction Division	\$ 430,645
Planning and Construction Division Support	
Supportive Housing Division	\$ 434,743
• Supportive Housing Division Support	
TOTAL FUNDS REQUESTED (100%)	<u>\$2,500,000</u>

RURAL CAP FUNDING SOURCES

FUNDING SOURCE	DOLLAR AMOUNT	FUNDING PERIOD
Federal DOJ	1,400,000	10/01/16 - 09/30/19
Federal HUD	395,180	4/11/18 - 5/31/19
Federal DOE	1,239,751	08/25/14 - 8/24/18
Federal DHHS	6,710,317	4/1/18 - 3/31/19
Federal CNCS	10,000	9/3/17 - 9/1/18
Federal CNCS	357,980	7/1/18 - 6/30/19
Federal Pass thru SOA DCCED	1,391,599	4/1/18 - 6/30/19
Federal USDA	536,904	10/1/18 - 9/30/19
Federal USDA thru State DEED	457,499	10/01/16 - 09/30/18
Federal HUD Pass thru State	45,000	02/01/18 - 01/31/19
Federal CNCS Pass thru State	278,440	12/1/17 - 11/30/18
Federal CNCS Pass thru State	318,624	8/16/2018 - 8/15/19
Federal DHSS Pass thru State	150,000	07/01/18 - 06/30/19
Federal DOJ Pass thru State	125,000	07/01/18 - 06/30/19
DHSS Pass thru State	104,452	07/01/18 - 06/30/19
Federal EED Pass thru State	2,589,143	07/1/18 - 6/30/19
Federal DHSS Pass thru State	75,000	07/1/18 - 6/30/19
Federal HUD Pass thru MOA	71,560	07/1/18 - 6/30/19
Federal HUD Pass thru MOA	125,801	10/1/16 - 9/30/18
Federal HUD Pass thru MOA	17,682	4/1/17 - 3/31/19

RURAL CAP FUNDING SOURCES

Federal DHHS Pass thru RPIC	87,500	09/30/17 - 09/29/18
Federal HUD Pass thru MOA	1,600,000	5/16/14 - 12/31/18
Federal HUD Pass thru LISC	7,000	1/1/18 - 6/30/19
Federal HUD Pass thru ENTERPRISE	50,000	11/1/17 - 10/31/19
State AHFC	280,733	5/15/17 - 5/15/19
State AHFC	3,282,138	4/1/16 - 3/31/19
State AHFC	4,577,754	4/1/16 - 3/31/19
State AHFC	814,712	7/1/18 - 6/30/21
State DHSS	25,000	4/1/17 - 6/30/19
State DHSS	45,600	3/12/18 - 6/30/20
State DLWD	186,067	7/1/18 - 6/30/19
State DEED	358,705	7/1/18 - 6/30/19
State DHSS	750,000	4/1/17 - 6/30/20
State DEED	2,589,143	7/1/17 - 6/30/19
State AMHTA	21,605	6/3/08 - 9/30/18
Other Tobacco Prevention	360,000	7/1/18 - 6/30/19
Other United Way	44,295	7/1/18 - 6/30/19
TOTAL	31,480,184	

*Funding Period includes grants funded in our Fiscal Year ending 9/30/19, it is not an exhaustive listing. For a complete listing for the fiscal year see the audited Financial Statements.

FY19 Community Services Block Grant
For Period April 1, 2019 Through June 30, 2020

Budget Summary by Component

CATEGORY	ADMIN. SERVICES	CHILD DEVEL.	COMMUNITY DEVEL.	DEVELOPMENT COMMUNICATIONS SERVICES	PLANNING & CONSTRUCTION	SUPPORTIVE HOUSING	TOTALS
PERSONNEL	\$69,389	331,744	\$241,552	450,204	\$278,672	296,716	\$1,668,277
CONTRACTUAL	5,000	35,268	\$0	2,494	\$0	35,100	\$77,862
TRAVEL	4,425	24,385	\$20,342	9,770	\$25,250	4,085	\$88,257
BLDG SPACE	6,114	24,000	\$18,348	30,480	\$32,891	5,603	\$117,436
GENERAL SUPPLY	1,750	600	\$4,204	5,500	\$5,500	1,297	\$18,851
PROGRAM SUPPLY	0	0	\$3,326	0	\$800	0	\$4,126
EQUIPMENT	0	0	\$0	0	\$0	0	\$0
COMMUNICATIONS	6,305	36,035	\$11,120	27,410	\$15,860	19,200	\$115,930
OTHER	1,700	0	\$1,000	12,800	\$5,980	6,425	\$27,905
DIRECT COSTS	94,683	452,032	299,892	538,658	364,953	368,426	\$2,118,644
ADMIN COSTS	17,043	81,366	53,980	96,958	65,692	66,317	\$381,356
TOTAL COST	\$111,726	\$533,398	\$353,872	\$635,616	\$430,645	\$434,743	\$2,500,000
Percent	4.47%	21.34%	14.16%	25.43%	17.23%	17.39%	100.0%

Administrative Services

NARRATIVE

SUMMARY OF COMPONENTS

Component 1 – Administrative Services

RurAL CAP's constituents are low-income and working poor who desire to influence public policies in areas that most directly affect their lives. RurAL CAP recognizes the benefit of community members participating in economic, educational, health, cultural, social, housing and environmental efforts which allow them to determine workable solutions. RurAL CAP works strategically to increase the capacity of people to impact public policy and to inform decision makers to result in practical outcomes.

Administrative Services serve as the eyes and ears of the agency internally and externally and are critical to the success in serving clients. Administrative Services support the Board and staff at all levels, maintain agency documents and corporate licensing, Board files, coordination of volunteer activities, maintain the Leadership Team SharePoint page for communications to all staff, oversees the virtual library, and serves as the first point of contact at the front desk, phone, e-mail, and website inquiries. They provide support across the agency and are one of the key staff involved with the agency's database system.

Partnerships and Agency Capacity. Administrative Services, particularly in its role with the Board of Directors and Executive Staff, and in coordination with Communications and Development, assist with the focused effort at tracking, nurturing, and building personal relationships with a variety of people in organizations who support mutual interests and outcomes.

The ability of the agency to sustain and grow services that improve the lives of low-income people lies in its ability to develop, diversify, and maintain partnerships through good communications.

Equally important is staff development which assures the delivery of innovative, quality services that constantly seek new and improved ways of meeting the goals and objectives of the organization to improve low-income conditions.

CSBG supports the position of the Communications Coordinator who helps promote the public image of the organization and its programs through the production of public information materials and media outreach.

PROGRAM OUTCOME STATEMENT

The Administrative Services component develops the capacity of low-income people and communities to increase local self-determination and self-sufficiency through relationship building, and staff and community capacity building.

This outcome supports the achievement of the above components related to Partnerships and Agency Capacity to ensure low-income peoples' goals of self-sufficiency are achieved.

NEED FOR SERVICES

Customers

The people RurAL CAP serves are low-income Alaskans, many of whom are rural Alaska Natives. Many still speak their Native language and complement their household budgets through hunting, fishing and gathering as their ancestors have for thousands of years. Their cultures and traditions are based on values which have enabled the indigenous peoples of Alaska to thrive as separate and distinct tribal cultures.

It is the agency's philosophy that tribal cultures, governments, traditions, and people need to be able to survive in the 21st century. Tribal members must be provided the opportunities to advocate for decisions that are made about their laws, economies, and customs. While these are the customers of this component, RurAL CAP collaborates with many statewide partners who help make these results possible.

Products

The products of Administrative Services: supporting the agency's capacity to support community empowerment through information; leadership development; increased capacity of communities and leaders to impact public policy; and increased self-sufficiency. This is accomplished by:

- Continuous staff development and growth to improve knowledge and skills that help achieve family and community outcomes.

OUTCOME MANAGEMENT MODEL

CSBG funded programs support self-sufficiency and improving the conditions and behaviors of low-income people; the Administrative Services component will apply an outcome management model to evaluate its effectiveness. This model measures the capacity building of the organization's Board and staff to deliver to the CSBG Organizational Standards to move low-income people out of poverty and into increased involvement in their communities and self-sufficiency in their lives.

<u>Budget Summary FY 2019</u> Community Services Block Grant		Rural Alaska Community Action Program, Inc.		<u>Component: ADMINISTRATION SERVICES</u>	
GRANT NUMBER:	FUNDING PERIOD FOR WHICH FUNDS ARE REQUESTED		GOAL STATUTORY AUTHORITY (S)		ESTIMATED UNEXPENDED CSBG
			Public Law 97- 35		FUNDS AVAILABLE AT END OF CURRENT
	Beginning Date	Ending Date	Section 675 ©, (A), (B)		FUNDING PERIOD (Attach most recent
	April 1, 2019	June 30, 2020	(vi), (vii), (D), (E)		Monthly and/or Quarterly Financial Report):

BUDGET SUMMARY (NEW APPLICATIONS – complete “TOTAL REQUESTED BUDGET” Column ONLY. CONTINUATIONS – Complete “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD” and “TOTAL REQUESTED BUDGET” Columns ONLY. AMENDMENTS – “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD”, “REQUESTED AMENDMENT TO CURRENT CSBG BUDGET and “TOTAL REQUESTED BUDGET” Columns.)

	COST CATEGORY	(I) CSBG Approved Budget for the Current Funding Period No. months of operation:		(II) Requested Amendment to Current CSBG Approved Budget (+ or -)		(III) TOTAL REQUESTED BUDGET No. months of operation: 12		(IV) TOTAL DCRA APPROVED BUDGET No. months of operation:	
		CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal
		(1)	(2)	(1)	(2)	(1)	(2)	(1)	(2)
10	PERSONNEL	\$69,389		\$0		\$69,389			
20	CONTRACTUAL	\$5,000		\$0		\$5,000			
30	TRAVEL	\$4,425		\$0		\$4,425			
40	BUILDING SPACE	\$6,114		\$0		\$6,114			
50	GENERAL SUPPLY	\$1,750		\$0		\$1,750			
60	PROGRAM SUPPLY	\$0		\$0		\$0			
70	EQUIPMENT	\$0		\$0		\$0			
80	COMMUNICATION	\$6,305		\$0		\$6,305			
90	OTHER	\$1,700		\$0		\$1,700			
	TOTAL DIRECT	\$94,683		-		\$94,683			
	ADMINISTRATIVE COSTS	\$17,043		-		\$17,043			
	TOTAL	\$111,726		-		\$111,726			

CSBG - FY 2019 - ADMINISTRATION SERVICES

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501		TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT
		DATE SUBMITTED: <p align="center">Jun-18</p>

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE

Component 1: ADMINISTRATIVE SERVICES

510	<u>PERSONNEL COSTS:</u> 100 - Admin Svcs Coordinator annual salary (15%) Admin Services Tech/Receptionist (50%) Admin Services Assistant (50%) <div style="text-align: right;"><i>Subtotal Personnel</i></div> 500 - Employee Fringe (\$54,338 x 27.7%) TOTAL COST OF PERSONNEL	\$8,556 \$19,365 \$26,416 \$54,338 \$15,051 \$69,389		
520	<u>PROFESSIONAL/CONTRACTUAL SERVICES:</u> 100 - Temporary Staffing Agency TOTAL COST OF CONTRACTUAL	\$5,000 \$5,000		\$5,000
530	<u>TRAVEL COSTS:</u> <u>100 - Staff Per Diem in State:</u> • Board and Exec Cmte meetings (2 trips x 2 days x \$270 per day) <u>200 - Staff Per Diem out of State</u> • Attend national conferences/trainings (1 trips x 4 days x \$350/day) <u>500 - Staff Travel in State:</u> • Board and Exec Cmte meetings (2 trips x \$575 per trip) <u>600 - Staff Travel out of State:</u> • Attend national conferences and trainings (1 trips x \$695 per trip) <u>900 - Mileage</u> • Courier services/Board transportation TOTAL COST OF TRAVEL	\$1,080 \$1,400 \$1,150 \$695 \$100 \$4,425		\$4,425

CSBG - FY 2019 - ADMINISTRATION SERVICES

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT	DATE SUBMITTED: <p align="center">Jun-18</p>


BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE
540	<u>SPACE COSTS:</u> 100 - Space for offices \$1,019 x 6 months TOTAL COST OF SPACE	 \$6,114 \$6,114	 \$6,114
550	<u>GENERAL SUPPLY COSTS:</u> 100 - Office supplies 200 -Copier supplies TOTAL COST OF GENERAL SUPPLIES	 \$1,250 \$500 \$1,750	 \$1,750
580	<u>COMMUNICATION COSTS:</u> 100 - Telephone / Teleconference / Fax 102 - Postage and shipping 400 - Advertising (classified ads for staff recruitment) 600 - IT costs (285/mo./user for 6 months) TOTAL COST OF COMMUNICATIONS	 \$375 \$50 \$750 \$5,130 \$6,305	 \$6,305
590	<u>OTHER COSTS:</u> 300 - Subscriptions 700 - Fees, Tuitions and Memberships TOTAL COST OF OTHER	 \$200 \$1,500 \$1,700	 \$1,700
	Direct Cost of Component Administrative Costs of Component @ 18% TOTAL COST OF COMPONENT	 \$94,683 <u>\$17,043</u> \$111,726	

CSBG -- FY 2019 Proposal

Component: ADMINISTRATIVE SERVICES

Page 1 of 1

COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)						(5) GOAL STATUTORY AUTHORITY(S) Sec 676 (A), (i); (v); (vii)		Component: Admin		
(1) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(2) NAME/TITLE EXECUTIVE DIRECTOR <i>Patrick Anderson, CEO</i>		(3) PHONE (Area Code) <i>(907) 279-2511</i>		Period: April 1, 2019 – June 30, 2020				
(4) ADDRESS <i>731 East 8th Avenue</i>		CITY <i>Anchorage</i>		STATE <i>Alaska</i>		ZIP CODE <i>99501</i>				
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS	(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL	(8) TIME TABLE PROGRAM YEAR QUARTER				(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED	(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion
		1 st	2 nd	3 rd	4 th					
National CSBG Goal 5: Agencies Increase their Capacity to Achieve Results.	A. Maintain qualified personnel to provide general administrative support to the agency, board, and staff B. Provide for workspace, office supplies, and communications to support admin staff C. Provide training opportunities for admin staff D. Provide for admin staff travel to support board meetings in locations away from the Anchorage Central Office.	X	X	X	X	<ul style="list-style-type: none"> Capacity Building for staff Orientation to Community Action 	\$ 111,726	12		On-Going
		TOTALS CARRIED FORWARD FROM PREVIOUS PAGES (IF ANY)					GRAND TOTAL	\$ 111,726		
(14) THIS APPLICATION HAS BEEN (check "a" or "b" as appropriate): a. <input checked="" type="checkbox"/> Approved by the applicant's governing board. b. <input type="checkbox"/> Reviewed by the applicant's administering board and approved by its governing officials.										
(15) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD		SIGNATURE:					DATE:		DATE OF BOARD APPROVAL:	
Rural CAP Board President, Ted Angasan							7/3/2018		6/14/2018	

Community Services Block Grant FY 2019 Proposal

Child Development Division

NARRATIVE

SUMMARY OF COMPONENTS

Component 1 – General Child Development Division

CSBG supports the position of the Child Development Division Director, and a portion of the Child Development Training and Technical Assistance Director, a portion of the Parents as Teachers Manager plus a portion of the Child Development Division Data staff. The Child Development Division Director position provides administrative oversight of Head Start, Early Head Start, Parents as Teachers, and Child Development Center programs. The Child Development Training and Technical Assistance Director leads the division's efforts in organizational capacity building by working with community, regional and national partners to increase access to early childhood and family support programs for vulnerable low income Alaskans through training and technical assistance. The Parents as Teachers Manager oversees maintaining affiliate status and compliance with Parents as Teachers National Center requirements and monitoring outcomes for families and young children. The Child Development Division Data staff focus on data entry for all Division early childhood programs related to child and family outcomes and the food service program. In total, the Child Development Division supports programs in 24 communities serving over 850 children with a staff of more than 160 people.

I. Rural CAP Head Start / Early Head Start programs are administered in 24 communities across the state. Eighteen communities offer Head Start services and six communities offer both Head Start and Early Head Start services. Head Start is a program for low income children and their families. It is designed to help three to five-year-old children become socially competent and ready for entry to school. Educational activities are provided that support each child's developmental level and cultural background. Through strong partnerships with parents and communities, mental and physical health, dental, nutrition, and disability services are made available. Family partnership agreements are developed to assist families in achieving their goals. Parents are involved in setting the direction for the program through local Parent Committees, regional Parent Committees, and the Child Development Policy Council. The Early Head Start program provides home-based services to parents with children ages zero to three. Access to health care providers is supported and information is delivered to ensure the optimal growth and development for infants and toddlers. Parents are provided information about developmental milestones for their child and the importance of providing a stimulating environment. The research pointing to the importance of the "early years" in brain development validates the crucial need to reach parents at this time in their child's life and support quality parenting.

II. The RurAL CAP **Parents as Teachers** program is an early childhood parent education and family support program designed to empower all parents to give their child the best possible start in life. Services are offered in four communities currently, a decrease due to funding reductions. The program delivers home based services through bi-weekly visits in the family's home environment and monthly group socializations. Important developmental information based on brain research is delivered using the PAT Foundational Model. Additional school readiness activities and family empowerment information is shared through parent workshops, groups meetings on topics of interest to parents, and joint play sessions with infant learning.

Component 2 – Child Development Center – Child Care

I. The RurAL CAP **Child Development Center** is a licensed, year round, early care and learning program for 64 children between the ages of 19 months and 5 years. It is a tuition-based program, which offers assistance to families in financial need. Many families are eligible for child care assistance through Cook Inlet Tribal Council or the Municipality of Anchorage. The Center also offer a full day Head Start/Wrap Around Child Care Program layering resources to provide full day comprehensive care to qualifying families. The Center maintains collaborative relationships with many local organizations and social service programs to help low-income families achieve self-sufficiency. The Center continues its ongoing collaboration with faculty and students from the University of Alaska Anchorage Associates and Bachelor degree programs in early childhood education and social work. With this partnership major strides have been made in becoming a model early childhood training program. The Center continues to dedicate resources for ongoing professional development for staff and is making gains in increasing wages for early childhood professionals.

PROGRAM OUTCOME STATEMENT

The programs within the Child Development Division provide a range of services and activities which result in significant and measurable contributions towards solving the inequities in rural education. The common thread linking these programs is their shared outcome statement:

Our mission is to provide *quality early childhood education* that involves and serves communities, staff, parents, and children prenatal through age five. These programs respect Alaskan's cultural diversity and innate potential for personal and professional growth by entering into partnerships based on collaboration, advocacy, and self-sufficiency.

This outcome supports the achievement of the following CSBG goals:

- #3 Low-Income People Own a Stake in Their Community.
- #6 Low-Income People, Especially Vulnerable Populations, Achieve Their Potential by Strengthening Family and Other Supportive Systems

NEED FOR SERVICES

Program Customers

The Child Development Division target populations supported by CSBG are low-income families with young children who live below the poverty guidelines. Over 60% of service recipients are Alaska Native people living in remote rural villages. Most of these villages have no road access and can only be reached by plane, boat, or snow machine. These communities experience some of the most extreme social and economic conditions in the country as measured by rates of income, un-employment, education, alcohol and drug abuse, domestic violence, accidental death, and suicide. Every three years an extensive Head Start/Early Head Start Community Assessment is conducted. During the interim years, community updates are completed to track significant changes in community resources and services.

In Anchorage, families served by the Child Development Center are often those families who might not otherwise reach their full economic or educational potential if quality child care were not available to them at an affordable cost. Studies have shown that children growing up in low-income families are at risk for development delays and marginal health outcomes if they do not receive intervention in the early years of life. Often low income families are forced to place their children in inadequate child care while they work at low paying jobs or participate in training. This automatically puts their children at a disadvantage and in many cases puts them at risk of abusive or neglectful care. The Child Development Center is able to offer low-income families' access to the same quality of care that middle and upper income families can afford.

Program Products

The Child Development Division programs provide early care and learning experiences for children prenatal to five years of age through center-based or home-based program options. Parents are provided educational resources and information on child development, health, nutrition, mental health, disabilities, and positive behavioral support. The program helps parents accomplish individual goals such as obtaining job skills, employment, and training.

Head Start/Early Head Start classrooms are rich interactive environments full of developmentally appropriate materials and activities. The center-based option provides classroom time for children and provides two home visits and two parent/teacher conferences with families during the school year. The home visits and parent/teacher conferences focus on sharing information about the child's developmental level, school readiness and goals the parents may have for their child. In the home-based option, children and parents are visited weekly in their homes by a home visitor. Parents, as the primary educators of their children, become involved in the educational development of their children. The home based program offers seventeen group socializations for children and families. Through these group experiences children have an opportunity to

interact socially with other children while parents exchanged parenting tips and participate in various parent trainings.

Staff in rural villages receive job training and employment in communities where little other job opportunities are available. With regulations now requiring Head Start teachers to possess Associate and Bachelor degrees, classroom teachers are enrolled in college courses soon after completing their Child Development Associates Credential. The training department in the Child Development Division connects teachers with distance education through the University of Alaska while still working full time in the classroom. Significant progress has been made in the number of teachers possessing associates and bachelor degrees. School districts benefit from the high level of competency of local early childhood educators and children enter kindergarten better prepared for school.

The Parents as Teachers program uses a two generational approach to providing services. Through bi-weekly visits in the home environment and monthly group connections, the PAT Parent Educator provides parents with foundational knowledge of child development and works collaboratively with parents to develop and promote effective parenting strategies. The goal of parents enrolled is to become a stronger resource for their children by capitalizing on their role as the first and most influential teacher of their child. For young children between the ages of zero and five, PAT services focus on introducing or increasing the child's interactions with high quality, age appropriate learning experiences. Key to these learning experiences is the lead role parents play in facilitating and mediating their child's learning thus promoting their child's well-being and readiness for school.

The Child Development Center offers a year round, full day, early care and learning program. The Center is licensed by the Municipality of Anchorage. The curriculum and program philosophy parallels that of the RurAL CAP Head Start program. The curriculum is based on a child-centered approach in which the Alaska Early Learning Guidelines and age appropriate developmental guidelines from the National Association for the Education of Young Children (NAEYC) are followed. The program also conducts age appropriate screenings for children to detect potential developmental delays. Referrals are made, with parent consent, to local early intervention programs, when needed.

OUTCOME MANAGEMENT MODEL

The outcome management models for the Child Development Division are included in the NPI outcomes section for the agency. These pages complete the narrative section of this CSBG work plan for the following components:

Component 1 – General Child Development Division

- **Head Start / Early Head Start Programs**
- **Parents as Teachers Program**

Component 2 –Child Care

- **Child Development Center**

<u>Budget Summary FY 2019</u>		Rural Alaska		<u>Component: CHILD DEVELOPMENT DIVISION</u>	
Community Services Block Grant		Community Action Program, Inc.			
GRANT NUMBER:	FUNDING PERIOD FOR WHICH FUNDS ARE REQUESTED		GOAL STATUTORY AUTHORITY (S)		ESTIMATED UNEXPENDED CSBG FUNDS AVAILABLE AT END OF CURRENT FUNDING PERIOD (Attach most recent Monthly and/or Quarterly Financial Report):
			Public Law 97-35		
			Section 675		
	Beginning Date April 1, 2019	End Date June 30, 2020			

BUDGET SUMMARY (NEW APPLICATIONS – complete “TOTAL REQUESTED BUDGET” Column ONLY. CONTINUATIONS – Complete “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD” and “TOTAL REQUESTED BUDGET” Columns ONLY. AMENDMENTS – “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD”, “REQUESTED AMENDMENT TO CURRENT CSBG BUDGET and “TOTAL REQUESTED BUDGET” Columns.)

	COST CATEGORY	(I) CSBG Approved Budget for the Current Funding Period No. months of operation: 12		(II) Requested Amendment to Current CSBG Approved Budget (+ or -)		(III) TOTAL REQUESTED BUDGET No. months of operation: 12		(IV) TOTAL DCRA APPROVED BUDGET No. months of operation: 12	
		CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal
		(1)	(2)	(1)	(2)	(1)	(2)	(1)	(2)
10	PERSONNEL	\$331,744		\$0		\$331,744			
20	CONTRACTUAL	\$35,268		\$0		\$35,268			
30	TRAVEL	\$24,385		\$0		\$24,385			
40	BUILDING SPACE	\$24,000		\$0		\$24,000			
50	GENERAL SUPPLY	\$600		\$0		\$600			
60	PROGRAM SUPPLY	\$0		\$0		\$0			
70	EQUIPMENT	\$0		\$0		\$0			
80	COMMUNICATION	\$36,035		\$0		\$36,035			
90	OTHER	\$0		\$0		\$0			
	TOTAL DIRECT	\$452,032		-		\$452,032			
	ADMINISTRATIVE COSTS	\$81,366		-		\$81,366			
	TOTAL	\$533,398		-		\$533,398			

Child Development Division Component Summary

Cost Cat. No.	Cost Category	Component I General Child Development Division	Component II Child Development Center	TOTAL
10	Personnel	\$186,703	\$145,041	\$331,744
20	Contractual		\$35,268	\$35,268
30	Travel	\$24,385		\$24,385
40	Building Space	\$24,000		\$24,000
50	General Supplies	\$600		\$600
60	Program Supplies			\$0
70	Equipment			\$0
80	Communications	\$36,035		\$36,035
90	Other			\$0
	Direct Costs	\$271,723	\$180,309	\$452,032
	Administrative Costs @18%	\$48,910	\$32,456	\$81,366
	TOTAL COSTS	\$320,633	\$212,765	\$533,398

CSBG - FY 2019 - CHILD DEVELOPMENT DIVISION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT #	DATE SUBMITTED: Jun-18

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE

Component 1 - GENERAL CHILD DEVELOPMENT DIVISION

510	<u>510 PERSONNEL:</u> (includes estimates for COLA/merit increase) 100 - Child Development Division Director annual salary (90%) \$102,000 100 - Child Development Technical Assistance Director (25%) \$30,000 100 - PAT Manager (10%) \$5,819 100 - Child Development Data Support \$8,500 <div style="text-align: right;"><i>Subtotal Personnel</i></div> \$146,319 500 - Fringe (27.6%) \$40,384 TOTAL COST OF PERSONNEL \$186,703			
530	<u>530 TRAVEL COSTS:</u> <u>100 - Staff Per Diem in State</u> ▪ 2 trips by CD Division Dir. to CDPC meetings and Board meetings 270.00 x 2 days x 2 trips \$1,080 ▪ CD Rural Staff, 5 x 270.00 x 4.5 days \$6,075 <u>200 - Staff Per Diem out of State</u> ▪ 1 trip by CD Division Dir. to training conference, 435.00 x 5 days \$2,175 <u>500 - Staff Travel in State</u> ▪ 2 trips by CD Division Dir. to CDPC meetings and Board meetings \$1,150 ▪ CD Rural Staff, 5 trips x 575.00 \$2,875 <u>600 - Staff Travel out of State</u> ▪ 1 trip by CD Division Dir. to training conference \$1,030 ▪ Travel cost for Regional Tribal Meetings \$10,000 TOTAL COST OF TRAVEL \$24,385			

CSBG - FY 2019 - CHILD DEVELOPMENT DIVISION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT #	DATE SUBMITTED: <p align="center">Jun-18</p>

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE
540	<u>540 SPACE COST</u> 100-Office space cost @ \$1600 per month x 12 100- PAT Office Space @ \$1600 per month x 3 TOTAL SPACE COST	\$19,200 \$4,800 \$24,000	 \$24,000
540	<u>550 GENERAL SUPPLIES</u> 100-Office supply cost @ \$50 per month x 12 TOTAL GENERAL SUPPLY COSTS	\$600 \$600	 \$600
580	<u>580 COMMUNICATIONS COSTS:</u> 100 - Phone and Fax 100 - Phone and Fax 600 - I.T. costs for Division Dir 600 - I.T. costs for Head Start / Early Head Start/PAT staff TOTAL COMMUNICATION COSTS	\$1,890 \$600 \$3,545 \$30,000 \$36,035	 \$36,035
	Direct Cost of Component Administrative Costs of Component @ 18% Total Cost of Component	 \$271,723 <u>\$48,910</u> \$320,633	

CSBG - FY 2019 - CHILD DEVELOPMENT DIVISION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT #	DATE SUBMITTED: <p align="center">Jun-18</p>


BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE

Component 2 - CHILD DEVELOPMENT CENTER

510	<u>PERSONNEL:</u> 100 - Center Manager annual salary (33%) 100 - Preschool Teacher (100%) 100 - Associate Administrator/FA (50%) 100 - Toddler Teacher (100%) <div style="text-align: right;"><i>Subtotal Personnel</i></div> 500 - Fringe (x 27.6%) TOTAL COST OF PERSONNEL	\$22,486 \$35,711 \$19,760 \$35,711 \$113,668 \$31,372 \$145,041	 \$145,041	
520	<u>520 CONTRACTUAL COSTS</u> 100 - Janitorial Contract @ \$2,702.25/mo. for 12 months 100 - Security System Contract @ \$36.75/mo. for 12 months 100 CDC Parking Lease \$200.00/mo x 12 months TOTAL CONTRACTUAL COSTS	\$32,427 \$441 \$2,400 \$35,268	 \$35,268	
	Direct Cost of Component Administrative Cost @ 18% Total cost of Component		\$180,309 <u>\$32,456</u> \$212,765	

I. COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)						II. (5) GOAL STATUTORY AUTHORITY(S) Component 1: GENERAL CHILD DEVELOPMENT				
(1) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(2) NAME/TITLE CHIEF EXECUTIVE OFFICER <i>(3) Patrick Anderson, CEO</i>		(4) PHONE (Area Code) <i>(907) 279-2511</i>		Period : April 1, 2019 – June 30, 2020				
(5) ADDRESS <i>731 East 8th Avenue</i>		CITY <i>Anchorage</i>		STATE <i>Alaska</i>						
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS	(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL	(8) TIME TABLE PROGRAM YEAR QUARTER				(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED	(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion
		1 st	2 nd	3 rd	4 th					
<u>National CSBG Goal #2:</u> The Conditions in Which Low-Income People Live Are Improved. <u>National CSBG Goal #5:</u> Agencies increase their capacity to achieve results. <u>National CSBG Goal #6:</u> Low-Income People, Especially Vulnerable Populations, Achieve Their Potential by Promoting Family and Other Supportive Environments.	COMPONENT 1 : GENERAL CHILD DEVELOPMENT DIVISION A. Provide salaries for the Child Development Division Director, Child Development Training and Technical Assistance Director, PAT Manager and Division Data Support staff B. CD Division Director to CDPC Meetings, Board Meetings, and annual conference C. Support Head Start, PAT and CDC Programs: 1. Recruit/enroll families 2. Conduct Home Visits 3. Provide Classroom services D. Support Child Development Division activities.	X	X	X	X	1. CAP Conference 2. Head Start Conference 3. PAT Alaska Office 4. PAT National Center	\$ 320,633	12	\$1,000,000 – Federal Head Start \$1,000,000 – State Head Start	Ongoing
		TOTALS CARRIED FORWARD FROM PREVIOUS PAGES (IF ANY)				GRAND TOTAL	\$ 320,633		\$2,000,000	
(14) THIS APPLICATION HAS BEEN (check “a” or “b” as appropriate): a. (X) Approved by the applicant’s governing board. b. () Reviewed by the applicant’s administering board and approved by its governing officials.										
(15) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD Rural CAP Board President, Ted Angasan		SIGNATURE: <i>Ted J. Angasan</i>				DATE: 7/3/2018		DATE OF BOARD APPROVAL: 6/14/2018		

IV. COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)						V. (5) GOAL STATUTORY AUTHORITY(S) Component 2: CHILD DEVELOPMENT CENTER					
(2) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(6) NAME/TITLE CHIEF EXECUTIVE OFFICER <i>Patrick Anderson, CEO</i>		(7) PHONE (Area Code) <i>(907) 279-2511</i>		Period : April 1, 2019 – June 30, 2020					
(8) ADDRESS <i>731 East 8th Avenue</i>		CITY <i>Anchorage</i>		STATE <i>Alaska</i>							VI. ZIP CODE <i>99501</i>
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS	(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL		(8) TIME TABLE PROGRAM YEAR QUARTER				(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED	(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion
			1 st	2 nd	3 rd	4 th					
<u>National CSBG Goal #1:</u> Low-Income people become more self-sufficient.	COMPONENT 2: CHILD DEVELOPMENT CENTER						1. Municipality of Anchorage	\$ 212,765	12	\$200,000 Parent Fees	On-going
	A. Provide salaries for the Center Manager, Associate Administrator/Family Advocate and two Teachers		X	X	X	X	2. Thread- Child Care Resource & Referral				
<u>National CSBG Goal #6:</u> Low-Income People, especially those populations which are the most vulnerable, achieve their potential by promoting family and other supportive environments.	B. Renew Municipality of Anchorage Child Care License.		X	X	X	X	3. National Association for the Education of Young Children				
	C. Maintain enrollment of 64 children annually		X	X	X	X	4. Program for Infants and Children				
	D. Recruit and train a stable, qualified teaching staff.		X	X	X	X	5. Anchorage School District				
	E. Maintain collaborative relationships with other service agencies in Anchorage including Infant Learning and Special Education programs.		X	X	X	X	6. UAA's Early Childhood AA & BA programs				
<u>RurAL CAP Goal:</u> To enhance the education, social, physical, mental, and spiritual well-being and quality of life or rural Alaskan children and families.	F. Support Child Development Center activities.		X	X	X	X	7. Denali Family Services				
			TOTALS CARRIED FORWARD FROM PREVIOUS PAGES (IF ANY)					\$ 212,765		\$2,000,000	
			GRAND TOTAL					\$ 533,398		\$2,200,000	
(14) THIS APPLICATION HAS BEEN (check "a" or "b" as appropriate): a. (X) Approved by the applicant's governing board. b. () Reviewed by the applicant's administering board and approved by its governing officials.											
(15) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD RurAL CAP Board President, Ted Angasan			SIGNATURE 					DATE: 7/3/2018		DATE OF BOARD APPROVAL: 6/14/2018	

Community Development Division

NARRATIVE

SUMMARY OF COMPONENTS

I. AmeriCorps Programs Component -- Provides funds to match and support the Resilient Alaska Youth AmeriCorps Program administered by RurAL CAP in partnership with Serve Alaska, the State of Alaska, Department of Commerce, Community and Economic Development and the Corporation for National and Community Service. This national service program trains and places twenty AmeriCorps Members into full-time positions focusing on increasing youth resiliency to substance abuse and suicide by strengthening connection to traditional culture, subsistence lifestyles and meaningful relationships with elders, adults and peers. This is accomplished through partnerships with statewide and regional service providers and community-based tribal and city councils, health clinics and schools.

II. Rural Providers' Conference Component -- Provides funds to plan, organize, implement and evaluate the annual Rural Providers' Conference (RPC), a five-day statewide alcohol and drug abuse prevention conference for low-income, rural Alaskans. The RPC supports Alaska's *Native Sobriety Movement* and providers of substance abuse prevention services. The numerous linkages and partnerships created by the RPC strengthen support systems for low-income people and result in increased self-sufficiency and wellness, and improved living conditions in rural communities.

III. Community Development Component -- Provides support for the coordination and implementation of the other Community Development Division activities, such as: promoting positive child/youth development through connection to Elders and culture, leadership training and academic supports; engaging community members, leaders and Elders in volunteer service opportunities; supporting community-based approaches to wellness and substance abuse prevention; facilitating tobacco prevention and control services; training and technical assistance to providers promoting the positive development of Alaska Native youth; and community economic development.

PROGRAM OUTCOME STATEMENT

The programs and components within the Community Development Division provide a range of services and activities that have a significant and measurable impact on the causes and conditions of poverty in Alaska, particularly in rural communities. The common thread linking these programs is their shared outcome statement:

To create measurable improvements in the conditions and behaviors of Alaskans, particularly low-income, rural Alaskans, which enhance their wellness, self-sufficiency and quality of life.

This outcome represents the culmination of the following **CSBG goals**:

- 1) Low-income people own a stake in their community;
- 2) Low-income people become more self-sufficient;
- 3) The conditions of low-income people's lives are improved; and
- 4) Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.

NEED FOR SERVICES

Program Customers

The target population for Community Development programs supported by CSBG includes a wide range of low-income people living in diverse conditions across Alaska. The majority, approximately 75%, of service recipients are Alaska Native people living in remote rural villages with no road access. These communities experience some of the worst social and economic conditions in the country as measured by rates of income, employment, education, alcohol and drug abuse, domestic violence, accidental death and suicide. Economically and socially, the program customers range from children and youth in school settings being served by an Elder Mentor to increase academic engagement and cultural skills, to an upwardly moving, low-income person such as an AmeriCorps Member who uses the opportunity to gain the skills and education to obtain regular employment and a high degree of self-sufficiency and community involvement.

Program Products

The products of Community Development programs include increased **education, employment, professional development and job skills; increased school readiness and academic engagement; positive youth development with less risk of substance abuse, tobacco use, suicide and delinquency; improved environmental conditions; and healthier families.**

Rural Alaskans impacted directly or indirectly from the effects of adverse childhood experiences, substance abuse, or families/communities in distress are challenged from experiencing their full social and economic potential. Effective and culturally relevant wellness promotion and substance abuse prevention services open up paths to self-sufficiency and a better quality of life.

RurAL CAP's AmeriCorps and VISTA programs increase self-sufficiency for low-income people by providing community-based economic and social development, local employment, training and job skills, and educational opportunities for higher learning.

The Rural Providers' Conference is an annual opportunity for low-income people from rural Alaska to gain new skills, develop personally and professionally to improve the health and social conditions of their communities.

With a commitment to gathering and documenting measurable results in building self-sufficiency and improving the conditions, knowledge and behaviors of low-income people, the Community Development Division has applied an outcome management model to evaluate its effectiveness. This model incorporates customer performance targets, milestones and verification indicators to evaluate not just program objectives and activities, but rather to measure the outcomes or results of those activities on moving low-income people out of poverty and into increased involvement in their communities and self-sufficiency in their lives.

OUTCOME MANAGEMENT MODEL

The outcome management models for the Community Development Division are included in the NPI outcomes section for the agency. These pages complete the narrative section of this CSBG work plan for the following components:

AmeriCorps Programs Component

Rural Providers' Conference Component

Community Development Component

Budget Summary FY 2019 Community Services Block Grant		Rural Alaska Community Action Program, Inc.		Component: COMMUNITY DEVELOPMENT DIVISION
GRANT NUMBER:	FUNDING PERIOD FOR WHICH FUNDS ARE REQUESTED		GOAL STATUTORY AUTHORITY (S)	ESTIMATED UNEXPENDED CSBG FUNDS AVAILABLE AT END OF CURRENT FUNDING PERIOD (Attach most recent Monthly and/or Quarterly Financial Report):
	Beginning Date April 1, 2019	Ending Date June 30, 2020	Public Law 97- 35 Section 675 ©, (A), (B) (vi), (vii), (D), (E)	

BUDGET SUMMARY (NEW APPLICATIONS – complete “TOTAL REQUESTED BUDGET” Column ONLY. CONTINUATIONS – Complete “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD” and “TOTAL REQUESTED BUDGET” Columns ONLY. AMENDMENTS – “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD”, “REQUESTED AMENDMENT TO CURRENT CSBG BUDGET and “TOTAL REQUESTED BUDGET” Columns.)

	COST CATEGORY	(I) CSBG Approved Budget for the Current Funding Period No. months of operation:		(II) Requested Amendment to Current CSBG Approved Budget (+ or -)		(III) TOTAL REQUESTED BUDGET No. months of operation: 12		(IV) TOTAL DCRA APPROVED BUDGET No. months of operation:	
		CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal
		(1)	(2)	(1)	(2)	(I)	(2)	(1)	(2)
10	PERSONNEL	\$241,552		\$0		\$241,552			
20	CONTRACTUAL	\$0		\$0		\$0			
30	TRAVEL	\$20,342		\$0		\$20,342			
40	BUILDING SPACE	\$18,348		\$0		\$18,348			
50	GENERAL SUPPLY	\$4,204		\$0		\$4,204			
60	PROGRAM SUPPLY	\$3,326		\$0		\$3,326			
70	EQUIPMENT	\$0		\$0		\$0			
80	COMMUNICATION	\$11,120		\$0		\$11,120			
90	OTHER	\$1,000		\$0		\$1,000			
	TOTAL DIRECT	\$299,892		-		\$299,892			
	ADMINISTRATIVE COSTS	\$53,980		-		\$53,980			
	TOTAL	\$353,872		-		\$353,872			

Community Development Division Component Summary

Cost Cat. No.	Cost Category	Component I AmeriCorps Program	Component II RPC	Component III Community Development	TOTAL
10	Personnel	\$78,421	\$0	\$163,131	\$241,552
20	Contractual	\$0	\$0	\$0	\$0
30	Travel	\$2,095	\$13,652	\$4,595	\$20,342
40	Building Space	\$0	\$0	\$18,348	\$18,348
50	General Supplies	\$0	\$0	\$4,204	\$4,204
60	Program Supplies	\$0	\$1,000	\$2,326	\$3,326
70	Equipment	\$0	\$0	\$0	\$0
80	Communications	\$3,500	\$0	\$7,620	\$11,120
90	Other	\$0	\$0	\$1,000	\$1,000
Direct Costs		\$84,016	\$14,652	\$201,224	\$299,892
Administrative Costs @ 18%		\$15,123	\$2,637	\$36,220	\$53,980
TOTAL COSTS		\$99,139	\$17,289	\$237,444	\$353,872

CSBG - FY 2019 - COMMUNITY DEVELOPMENT DIVISION

BUDGET SUPPORT SHEET (Budget Support Data)

NAME OF APPLICANT AGENCY:
RURAL ALASKA COMMUNITY ACTION PROGRAM, INC
731 EAST 8TH AVENUE
ANCHORAGE, ALASKA 99501

TYPE OF GRANT:
X NEW AMENDMENT
 CONTINUATION OF GRANT #

DATE SUBMITTED:
Jun-18

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE

Component 1: AMERICORPS PROGRAMS

510	<u>PERSONNEL COSTS:</u> 700 - Living Allowance match for 15 AmeriCorps Members (\$1,550/mo. x 11 mo. x 15 ACMs x 30% FTE x 85% hours served = \$65,216) 900 - FICA for 15 ACMs, based on 85% hours served (7.65 % x living a (\$65,216 x 7.65% = \$5,165) 900 - Workers' Comp. for 13 ACMs, based on 80% hours served (1.80 % (\$65,216 x 1.85% = \$1,206) 900 - Health Insurance for 6 ACMs (50% of AC Policy Rate) (\$2,336 yr. x 6 ACMs x 50% = \$7,008) TOTAL COST OF PERSONNEL	\$65,216 \$4,989 \$1,206 \$7,008 \$78,421	 \$78,421	
530	<u>TRAVEL COSTS:</u> <u>200 - Staff Per Diem Out of State</u> ▪ Corp. for National Service meetings (1 staff x 4 days x \$350/day) <i>Subtotal Per Diem</i> <u>600 - Staff Travel Out of State</u> ▪ CNS meetings (1 staff x \$695 per trip) <i>Subtotal Travel</i> TOTAL COST OF TRAVEL	 <u>\$1,400</u> <i>\$1,400</i> <u>\$695</u> <i>\$695</i> \$2,095	 \$2,095	
580	<u>COMMUNICATIONS COSTS:</u> 100 - Telephone / Fax 102 - Postage and shipping 300 - Distribution and printing of publications 400 - Advertising for staff and ACM recruitment TOTAL COMMUNICATION COSTS	\$1,800 \$800 \$300 \$600 \$3,500	 \$3,500	
	Direct Cost of Component Administrative Costs of Component @ 18% Total Cost of Component I		\$84,016 \$15,123 \$99,139	

CSBG - FY 2019 - COMMUNITY DEVELOPMENT DIVISION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT #	DATE SUBMITTED: <p align="center">Jun-18</p>

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE

Component II : RURAL PROVIDERS' CONFERENCE

520	<u>CONTRACTUAL COSTS:</u> 100 - RPC Coordinator Contract TOTAL COST OF CONTRACTUAL	\$0	\$0	
530	<u>TRAVEL COSTS:</u> 100 - Staff Per Diem In State • Staff to RPC to provide coordination and logistical support (2 staff x 5 days x \$270 per day) <div style="text-align: right;">\$2,700</div> 300 - Non - Staff Per Diem In State • RPC presenters (6 presenters x 4 days each x \$270) <div style="text-align: right;"> <i>Subtotal Per Diem</i> \$6,480 \$9,180 </div> 500 - Staff Travel • Staff to RPC to provide coordination and logistical support (2 staff x \$450 per trip) <div style="text-align: right;">\$972</div> 700 - Non Staff Travel • RPC presenters (6 presenters x \$450/trip + 1 presenter x \$800) <div style="text-align: right;"> <i>Subtotal Travel</i> \$3,500 \$4,472 </div> TOTAL COST OF TRAVEL	\$13,652	\$13,652	
560	<u>PROGRAM SUPPLY COSTS:</u> 500 - Training materials <div style="text-align: right;">\$1,000</div> TOTAL COST OF PROGRAM SUPPLIES	\$1,000	\$1,000	
	Direct Cost of Component		\$14,652	
	Administrative Costs of Component @18%		\$2,637	
	TOTAL COST OF COMPONENT II		\$17,289	

CSBG - FY 2019 - COMMUNITY DEVELOPMENT DIVISION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT #	DATE SUBMITTED: Jun-18

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE

Component III: COMMUNITY DEVELOPMENT

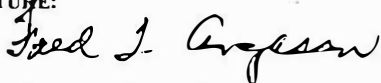
510	PERSONNEL COSTS: 100 - Community Development Division Director annual salary (90%) Community Development Manager annual salary (10%) <i>Subtotal Personnel</i> 500 - Employee Fringe (\$127,846 x 27.6%)	\$119,846 \$8,000 \$127,846 \$35,285		
	TOTAL COST OF PERSONNEL	\$163,131	\$163,131	
530	TRAVEL COSTS: 100 - Staff Per Diem in State: ▪ Site visits and board meetings (2 trips x 2.5 days x \$270 per day) 200 - Staff Per Diem out of State ▪ Attend national conferences/trainings (1 trip x 4 days x \$350/day) <i>Subtotal Per Diem</i> 500 - Staff Travel in State: ▪ Site visits and board meetings (2 trips x \$575 per trip) 600 - Staff Travel out of State: ▪ Attend national conferences and trainings (1 trip x \$695 per trip) <i>Subtotal Travel</i>	 \$1,350 \$1,400 \$2,750 \$1,150 \$695 \$1,845		
	TOTAL COST OF TRAVEL	\$4,595	\$4,595	
540	SPACE COSTS: 100 - Space for 1.00 offices (\$558 x 12 x 1.0) Space for Extra Offices (\$309 x 12)(\$662 x 12) TOTAL COST OF SPACE	 \$6,696 \$11,652 \$18,348		\$18,348


CSBG - FY 2019 - COMMUNITY DEVELOPMENT DIVISION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT #	DATE SUBMITTED: <p align="center">Jun-18</p>

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE
550	<u>GENERAL SUPPLY COSTS:</u> 100 - Office supplies \$704 200 - Copier supplies \$3,500 TOTAL COST OF GENERAL SUPPLIES \$4,204	\$4,204	
560	<u>PROGRAM SUPPLY COSTS:</u> 500 - Training materials \$2,326 TOTAL COST OF PROGRAM SUPPLIES \$2,326	\$2,326	
580	<u>COMMUNICATION COSTS:</u> 100 - Telephone / Teleconference / Fax \$1,000 102 - Postage and shipping \$2,000 300 - Distribution and printing of publications \$350 400 - Advertising (classified ads for staff recruitment) \$850 600 - IT costs for 1.00 staff (\$285/mo. x 12 mo. x 1.0) \$3,420 TOTAL COST OF COMMUNICATIONS \$7,620	\$7,620	
590	<u>OTHER COSTS:</u> 700 - Fees, Tuitions and Memberships \$1,000 TOTAL COST OF OTHER \$1,000	\$1,000	
	Direct Cost of Component Administrative Costs of Component @ 18% TOTAL COST OF COMPONENT III	\$201,224 \$36,220 \$237,444	

COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)					(5) GOAL STATUTORY AUTHORITY(S)		Component I AMERICORPS PROGRAMS			
(1) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(2) NAME/TITLE CHIEF EXECUTIVE OFFICER (3) <i>Patrick Anderson, CEO</i>		(4) PHONE (Area Code) (907) 279-2511		Public Law 97-35, Section 675 (c), (A), (B)(vi) & (vii), (D) and (E)				
(5) ADDRESS <i>731 East 8th Avenue</i>		CITY <i>Anchorage</i>		STATE <i>Alaska</i>		ZIP CODE <i>99501</i>		Period: April 1, 2019 to June 30, 2020		
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS	(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL	(8) TIME TABLE PROGRAM YEAR QUARTER				(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED	(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion
		1 st	2 nd	3 rd	4 th					
<u>National CSBG Goal #1:</u> The conditions in which low-income people live are improved. <u>National CSBG Goal #3:</u> Low-income people become more self-sufficient.	<u>COMPONENT I – AmeriCorps Programs</u> 1. Establish cooperative relationships with rural councils and other community-based organizations through which AmeriCorps members can be placed. 2. Recruit and select twenty new members. 3. Provide training and orientation to new members and site supervisors. 4. Provide members with AmeriCorps materials and benefits including monthly stipends, health insurance, child care assistance, and education awards. 5. Provide AmeriCorps members with technical support and follow-up training to include: a) Project planning and implementation; b) Engaging youth and volunteers in community wellness activities; and c) Communication skills and conflict resolution. 6. Promote and enhance the AmeriCorps program. 7. Evaluate program effectiveness. 8. Provide operational support for AmeriCorps programs.	X	X	X	X	<ul style="list-style-type: none"> Corporation for National and Community Service Serve Alaska Commission 	\$ 99,139	12	\$ 278,440 Corporation for National and Community Service (CNCS) \$ 70,000 Program income from partner host organizations	On-Going
		TOTALS CARRIED FORWARD FROM PREVIOUS PAGES (IF ANY)					-0-			
		GRAND TOTAL					\$ 99,139		\$ 348,440	
(14) THIS APPLICATION HAS BEEN (check "a" or "b" as appropriate): a. (X) Approved by the applicant's governing board. b. () Reviewed by the applicant's administering board and approved by its governing officials.										
(15) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD		SIGNATURE:				DATE: 7/3/2018		DATE OF BOARD APPROVAL: 6/14/2018		
RurAL CAP Board President, Ted Angasan										

COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)						(5) GOAL STATUTORY AUTHORITY(S)		Component II RURAL PROVIDERS' CONFERENCE			
(2) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(6) NAME/TITLE CHIEF EXECUTIVE OFFICER <i>Patrick Anderson, CEO</i>		(7) PHONE (Area Code) <i>(907) 279-2511</i>		Public Law 97-35, Section 675 (c), (A), (B)(vi) & (vii), (D) and (E)		Period: April 1, 2019 to June 30, 2020			
(8) ADDRESS <i>731 East 8th Avenue</i>		CITY <i>Anchorage</i>		STATE <i>Alaska</i>		ZIP CODE <i>99501</i>					
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS	(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL	(8) TIME TABLE PROGRAM YEAR QUARTER				(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED	(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion	
		1 st	2 nd	3 rd	4 th						
National CSBG Goal #3: Low-income people own a stake in their community.	COMPONENT II RURAL PROVIDERS' CONFERENCE 1. Plan and organize the annual Rural Providers' Conference: a) Develop statewide planning group b) Organize monthly teleconferences c) Develop conference theme and agenda d) Organize conference promotion/advertising e) Register participants / plan logistics 2. Implement and Evaluation RPC: a) Organize RPC site facility, housing, meals b) Coordinate conference transportation c) Recruit trainers and presenters d) Prepare materials, site, registration process e) Coordinate five-day conference for 400 f) Conduct conference evaluation g) Produce needs assessment document h) Produce and distribute conference summary i) Provide technical assistance to providers, and j) Maintain and promote prevention network	X	X	X	X	<ul style="list-style-type: none"> Coordination with Native nonprofit, regional and other organizations preventing substance abuse and promoting wellness, including ANTHC, ANHB, First Alaskans, Akeela, Inc., Prevention Symposium, the State of Alaska and rural communities statewide. 	\$ 17,289	12	\$5,000 Private and Corporate Donors	On-Going	
TOTALS CARRIED FORWARD FROM PREVIOUS PAGES (IF ANY)						\$ 99,139		\$ 348,440			
GRAND TOTAL						\$ 116,428		\$ 353,440			
(16) THIS APPLICATION HAS BEEN (check "a" or "b" as appropriate): a. (X) Approved by the applicant's governing board. b. () Reviewed by the applicant's administering board and approved by its governing officials.											
(17) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD						SIGNATURE:		DATE: 7/3/2018		DATE OF BOARD APPROVAL: 6/14/2018	
Rural CAP Board President, Ted Angasan											

COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)						(5) GOAL STATUTORY AUTHORITY(S)		Component III: COMMUNITY DEVELOPMENT				
(3) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(9) NAME/TITLE CHIEF EXECUTIVE OFFICER <i>Patrick Anderson, CEO</i>		(10) PHONE (Area Code) <i>(907) 279-2511</i>		Public Law 97-35, Section 675 (c), (A), (B)(vi) & (vii), (D) and (E)		Period: April 1, 2019 to June 30, 2020				
(11) ADDRESS <i>731 East 8th Avenue</i>		CITY <i>Anchorage</i>		STATE <i>Alaska</i>						ZIP CODE <i>99501</i>		
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS		(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL		(8) TIME TABLE PROGRAM YEAR QUARTER		(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED		(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion	
				1 st	2 nd	3 rd	4 th					
<u>National CSBG Goal #1:</u> Low-income people become more self-sufficient.		COMPONENT III COMMUNITY DEVELOPMENT 1. Provide support and supervision to Community Development programs and components: a) Conduct program planning b) Recruit, supervise and train staff c) Monitor grants, contracts and budgets d) Oversee program evaluation		X	X	X	X	<ul style="list-style-type: none"> Coordination with rural communities, Native and other nonprofit organizations serving community wellness, youth development and quality of life/economic development priorities. State and Federal government agencies, including CNCS, U.S. Department of Justice, State of Alaska, Department of Health and Social Services, United Way of Anchorage, Alaska School Activities Association (ASAA). 	\$ 237,444	12	\$367,980 Corp. for National & Community Service – Elder Mentor and VISTA \$29,600 United Way \$104,452 SOA, Division of Senior Services \$450,000 U.S. Department of Justice \$150,000 SOA, Division of Behavioral Health \$366,500 SOA, Tobacco Prevention \$125,000 SOA, Division of Juvenile Justice \$53,975 VISTA Program Income \$20,000 Donlin	On-Going
<u>National CSBG Goal #2:</u> The conditions in which low-income people live are improved.												
<u>National CSBG Goal #3:</u> Low-income people own a stake in their community.												
<u>National CSBG Goal #6:</u> Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.												
				TOTALS CARRIED FORWARD FROM PREVIOUS PAGES (IF ANY)				\$ 116,428		\$353,440		
				GRAND TOTAL				\$ 353,872		\$2,020,947		
(18) THIS APPLICATION HAS BEEN (check "a" or "b" as appropriate): a. (X) Approved by the applicant's governing board. b. () Reviewed by the applicant's administering board and approved by its governing officials.												
(19) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD RurAL CAP Board President, Ted Angasan				SIGNATURE: <i>Ted J. Angasan</i>				DATE: 7/3/2018		DATE OF BOARD APPROVAL: 6/14/2018		

Development and Communications Services

NARRATIVE

SUMMARY OF COMPONENTS

Fund Development, Partnership Building, Planning, Communications for Education and Information, & Evaluation Activities

I. Fund Development and Management. Funds are used from CSBG to support the fund development and management activities of the Development Department. The Development Department is responsible for securing diversified financial support for all RurAL CAP programs and guides the agency's efforts in grant writing, relationship building and donation management. The department monitors current trends in program funding and opportunities. Development staff prepares competitive grant applications for all program divisions. Non-CSBG funding sources include local, state and federal grants, private foundation grants, corporate support and individual donations.

II. Build and Maintain Relationships with Partners. CSBG funds are used to support the Development and Communications Department activities related to building and maintaining relationships with funders, partners, donors, and other decision makers including state and federal grantors, corporations, private foundations and individuals. The Development and Communications Department works collaboratively with Program Departments to create or refine and distribute public outreach and educational materials.

III. Education and Information. CSBG funds are used to develop and produce a number of publications and information updates that increase the public's awareness of the issues facing low income people including Fact Sheets, Press Releases, Media Advisories, Facility Tours, TV, Radio and Print Media Interviews, Speaking Engagements, Service of Boards/Councils/Committees, Website and Social Media Updates (Facebook, YouTube, Twitter and LinkedIn, Flickr), Submittals of Success Stories, Agency Holiday Card to Partners, the Rural Providers Conference Publications, Annual Reports, Event Photography, and agency newsletter. All of these provide accurate information to rural constituents while educating decision-makers, the public and funders about issues which impact rural and low-income people. RurAL CAP staff is also often called upon to provide information to various groups, conferences, lawmakers, and others about our successful experiences in working with rural and other constituents that have barriers to services.

IV. Rural Issues/ Advocacy. RurAL CAP Board of Directors and staff will advocate on behalf of rural Alaska and coordinate the efforts of RurAL CAP with other organizations to strengthen the capacity of local organizations to provide information to decision-makers and services to their communities. Rural CAP believes that community involvement is about providing accurate information to develop relationships, skills and understanding among people that increases their ability to change conditions and improve the quality of their lives.

V. Planning and Evaluation. Funds are used from CSBG to evaluate the effectiveness and efficiency of agency programs and services with the end goal of improving outcomes for the people served. Evaluation is tied to the agency strategic plan and employs a variety of methods including the national evaluation model known as ROMA (Results Oriented Management and Accountability), an agency wide database, and other tools associated with specific programs and projects.

OUTCOME STATEMENT

Development and Communications staff build agency capacity through sustaining and maintaining the overall financial health of the agency through diverse quality proposals, relationship building with funders and partners, media and marketing, and advocacy, thereby developing the capacity of low-income people and communities to increase local self-determination and self-sufficiency.

NEED FOR SERVICES

Customers

The customers are ultimately low income Alaskans who receive direct services from the agency program directors, managers, supervisors, coordinators, specialists, and other program staff which the entire agency supports.

Products

- Fund development to increase the financial capacity that sustain and grow the agency
- Partnership development to leverage resources for the delivery of agency programs
- The production and distribution of a variety of advocacy publications, social media (Facebook, Twitter, LinkedIn, YouTube, and Flickr), public service announcements, videos and involvement with media (television and radio) that share information with policy makers and the public in general about the issues impacting rural and low-income people.
- Providing opportunities for low-income Alaskans to participate in and address public policy issues that enhance self-determination and self-sufficiency in their communities.
- Regular maintenance of the partner/donor database and donation management

OUTCOME MANAGEMENT MODEL

The outcome measures of the Development & Communications Services component have been integrated into RurAL CAP's data collection processes using the ROMA model which includes an assessment of community needs, identification of resources that aligns with the mission, and participation in tracking and evaluating and analyzing results. The outcome management models for the Development and Communications Department are included in the National Performance Indicators format at the end of these plan documents. The CSBG work plan is for the following component:

Component 1 – Development & Communications

- **Fund Development and Management**
- **Build and Maintain Relationships with Partners**
- **Media and Marketing**
- **Planning and Evaluation**

Budget Summary FY 2019 Community Services Block Grant		Rural Alaska Community Action Program, Inc.		Component: DEVELOPMENT & COMMUNICATIONS
GRANT NUMBER:	FUNDING PERIOD FOR WHICH FUNDS ARE REQUESTED		GOAL STATUTORY AUTHORITY (S)	ESTIMATED UNEXPENDED CSBG FUNDS AVAILABLE AT END OF CURRENT FUNDING PERIOD (Attach most recent Monthly and/or Quarterly Financial Report):
	Beginning Date April 1, 2019	Ending Date June 30, 2020	Public Law 97- 35 Section 675 ©, (A), (B) (vi), (vii), (D), (E)	

BUDGET SUMMARY (NEW APPLICATIONS – complete “TOTAL REQUESTED BUDGET” Column ONLY. CONTINUATIONS – Complete “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD” and “TOTAL REQUESTED BUDGET” Columns ONLY. AMENDMENTS – “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD”, “REQUESTED AMENDMENT TO CURRENT CSBG BUDGET and “TOTAL REQUESTED BUDGET” Columns.)

	COST CATEGORY	(I) CSBG Approved Budget for the Current Funding Period No. months of operation:		(II) Requested Amendment to Current CSBG Approved Budget (+ or -)		(III) TOTAL REQUESTED BUDGET No. months of operation: <u>12</u>		(IV) TOTAL DCRA APPROVED BUDGET No. months of operation:	
		CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal
		(1)	(2)	(1)	(2)	(1)	(2)	(1)	(2)
10	PERSONNEL	\$450,204		\$0		\$450,204			
20	CONTRACTUAL	\$2,494		\$0		\$2,494			
30	TRAVEL	\$9,770		\$0		\$9,770			
40	BUILDING SPACE	\$30,480		\$0		\$30,480			
50	GENERAL SUPPLY	\$5,500		\$0		\$5,500			
60	PROGRAM SUPPLY	\$0		\$0		\$0			
70	EQUIPMENT	\$0		\$0		\$0			
80	COMMUNICATION	\$27,410		\$0		\$27,410			
90	OTHER	\$12,800		\$0		\$12,800			
	TOTAL DIRECT	\$538,658		-		\$538,658			
	ADMINISTRATIVE COSTS	\$96,958		-		\$96,958			
	TOTAL	<u>\$635,616</u>		<u>-</u>		<u>\$635,616</u>			

CSBG - FY 2018 - DEVELOPMENT SERVICES & COMMUNICATION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT	DATE SUBMITTED: <p align="center">Jun-18</p>

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE

DEVELOPMENT & COMMUNICATIONS SERVICES

510	<u>510 PERSONNEL :</u> (Includes estimates for COLA and merit increases)			
	100 - Development and Communications Director (100%)	\$93,975		
	Development Manager (100%)	\$89,325		
	Development Coordinator (100%)	\$56,644		
	Development and Communications Specialist (100%)	\$51,106		
	Communications Coordinantor (100%)	\$61,774		
	<i>Subtotal Personnel</i>	\$352,824		
	500 - Fringe (\$352,824 x 27.6%)	97,379		
	TOTAL COST OF PERSONNEL	\$450,204	\$450,204	
520	<u>520 CONTRACTUAL:</u>			
	100 - Legal/professional/consulting services	\$2,494		
	TOTAL COST OF CONTRACTUAL	\$2,494	\$2,494	
530	<u>530 TRAVEL COSTS</u>			
	<u>100 - Staff Per Diem</u>			
	Staff per diem in state (1 trips, 3 days each x \$270/day)	\$810		
	<u>200 - Staff Per Diem Out of State</u>			
	Staff per diem out of state (3 trips, 6 days/each x \$350/day)	\$6,300		

CSBG - FY 2018 - DEVELOPMENT SERVICES & COMMUNICATION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT	DATE SUBMITTED: <p align="center">Jun-18</p>

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)


COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE
	<u>500 - Staff Travel in State</u> Staff travel (1 trips x \$575 per trip)	\$575	
	<u>600 - Staff Travel Out of State</u> Staff travel out of state (3 trips x \$695 per trip)	\$2,085	
	TOTAL COST OF TRAVEL	\$9,770	\$9,770
540	<u>540 SPACE COST:</u>		
	100 - Space for five Dev/Comm staff @ 2,540 x 12 months	\$30,480	
	TOTAL SPACE COSTS	\$30,480	\$30,480
550	<u>550 GENERAL SUPPLIES:</u>		
	100 - Office supplies	\$4,500	
	200 - Copier supplies	\$1,000	
	TOTAL COST OF GENERAL SUPPLIES	\$5,500	\$5,500
560	<u>560 PROGRAM SUPPLIES</u>		
	100 - Program Supplies		
	500 - Training Supplies	\$0	
	TOTAL COST OF PROGRAM SUPPLIES	\$0	\$0
580	<u>580 COMMUNICATIONS COSTS</u>		
	100 - Phone & Fax	\$1,000	
	102 - Postage (bulk mail expenses)	\$2,500	
	300 - Publications (printing)	\$6,610	
	400 - Advertising (for recruitment)	\$200	
	600 - I.T. costs for five staff @ \$285 x 12 months	\$17,100	
	TOTAL COMMUNICATION COSTS	\$27,410	\$27,410

CSBG - FY 2018 - DEVELOPMENT SERVICES & COMMUNICATION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT	DATE SUBMITTED: <p align="center">Jun-18</p>

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE
590	<u>590 OTHER COSTS:</u> 300 - Subscriptions 700 - Fees, Tuitions & Memberships TOTAL OTHERS COSTS	 \$12,800 \$12,800	 \$12,800
	Direct Cost of Component Administrative Costs of Component @ 18% Total Cost of Component	 \$538,658 <u>\$96,958</u> \$635,616	

COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)					(5) GOAL STATUTORY					
(1) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(2) NAME/TITLE CHIEF EXECUTIVE OFFICER <i>Patrick M. Anderson, CEO</i>		(3) PHONE (Area Code) <i>(907) 279-2511</i>		Component: DEVELOPMENT & COMMUNICATIONS SERVICES AUTHORITY(S) The Community Services Block Grant (42 U.S.C. 9901 et seq.) as amended, Sec. 672 – 9904. (1) A) (B) (viii) Period: April 1, 2019 to June 30, 2020				
(4) ADDRESS <i>731 East 8th Avenue</i>	CITY <i>Anchorage</i>	STATE <i>Alaska</i>		ZIP CODE <i>99501</i>						
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS	(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL	(8) TIME TABLE PROGRAM YEAR QUARTER				(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED	(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion
		1 st	2 nd	3 rd	4 th					
<u>National CSBG Goal #2:</u> The Conditions in which Low-Income People Live are Improved. <u>National CSBG Goal #3:</u> Low-income People own a Stake in their Community. <u>National CSBG Goal #4:</u> Partnerships among suppliers and providers of services to low-income people are achieved. <u>National CSBG Goal #5:</u> Agencies increase their capacity to achieve results.	<u>DEVELOPMENT & COMMUNICATIONS</u> Fund Development and Management- Provide research and proposal writing support to programs. Build and Maintain Relationships with Partners - Develop and maintain relationships with funders and other potential partners. Media and Marketing - Develop and distribute information and communications to keep stakeholders and the general public informed. Provide social media support for Advocacy and Communications activities to expand services to individuals, families, and communities. Stay abreast of and incorporate innovative and improved ways of outreach to customers and partners. Planning and Evaluation – Provide support as needed for the agency to broaden its resource base in order to achieve its mission of improving the lives of low income people by maintaining a high performing and responsive agency and evaluate the effectiveness and efficiency of agency programs and services.	X	X	X	X	<ul style="list-style-type: none"> Staff development – PRSA, GPA and AFP Conferences National and regional Community Action affiliated conferences Federal and State Offices regarding early childhood education, energy, housing, community services, planning Regional Corporations and non-profits, other Statewide entities, Alaska community organizations Other funders and partners RurAL CAP Board of Directors 	\$635,616	12		On-Going
		TOTALS CARRIED FORWARD FROM PREVIOUS PAGES (IF ANY)				GRAND TOTAL		\$ 635,616		
(14) THIS APPLICATION HAS BEEN (check “a” or “b” as appropriate): a. (X) Approved by the applicant’s governing board. b. () Reviewed by the applicant’s administering board and approved by its governing officials.										
(15) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD		SIGNATURE:				DATE:		DATE OF BOARD APPROVAL:		
RurAL CAP Board President, Fred T. Angasan						7/3/2018		6/14/2018		

Planning & Construction Division

NARRATIVE

COMPONENTS I – Housing & Planning Services

I. Housing Rehabilitation and Weatherization Services. RurAL CAP will continue to partner with local communities and the Alaska Housing Finance Corporation to provide skilled home assessment, weatherization, and handicapped access modifications, funded principally through a combination of federal (U.S. Department of Energy, HUD CDBG) and State of Alaska resources. Ultimate customers of the program are individual low-income households. CSBG funding assists RurAL CAP in forming these strategic partnerships, which result in substantial leveraging of scarce resources for housing preservation and disabled access. RurAL CAP is the principal weatherization service provider in Anchorage, Juneau, and western and northwestern rural Alaska including the cities of Nome and Kotzebue. An important subset of these services is home modifications work that assists persons who experience disabilities with access to and within their home, enabling them to maintain a higher degree of independence. In Anchorage, the Municipality partners with RurAL CAP to deliver a program of services to rehabilitate mobile homes, which constitute a significant share of the affordable housing stock in the community; this partnership is funded through the Municipality's CDBG entitlement grant and is expected to continue at least through the FY 19 CSBG program year.

In the face of declining grant revenues from traditional sources, RurAL CAP is developing alternative sources of funding for home improvement work. Among these sources is a special HUD initiative to assist veterans who experience disabilities with home modifications and general property improvements, home modifications for Medicaid-eligible persons, and general property improvements funded through low-cost loans from USDA. In all of these cases, program beneficiaries would be low-income households and individuals. CSBG funding assists RurAL CAP in identifying and developing these new opportunities for earned revenues as well as grants.

II. Homeownership Development. Decent, affordable housing continues to be in short supply in Alaska, especially in the state's rural communities. Costs are high, and incomes are low, further constricting housing opportunity. RurAL CAP will support two activities to increase homeownership opportunities for lower-income Alaskans. The CSBG investment will result in the development of new, affordable homeownership units and leveraging of substantial non-CSBG resources.

A. Self-Help Housing. The self-help program offers low-income families the chance to lower the cost of new housing by participating in the construction of their homes. CSBG funds help to bridge the gap between funding provided by the U.S. Department of Agriculture-Rural Development (USDA) and the actual costs of staffing and oversight to operate the program effectively. CSBG also helps to underwrite the cost of research and development, identifying and testing out new markets for the program, site selection, and overall feasibility analysis. The program includes a homeownership counseling and preparation component, as well as job-skill training in residential

construction tasks. Current projects are located in the Central Kenai Peninsula area; expansion into hub communities off the road system is a longer-term goal.

B. Rural (off road system) Self-Help Pilot. RurAL CAP will pilot a new venture to bring the advantage of sweat-equity homeownership to one or more rural hub communities, where very short building seasons make traditional USDA self-help project difficult to complete in a year. We have been working with USDA over the past year to foster interest in adjusting the program to shorten the time of construction for a self-help home in a sub-arctic environment. Utilizing building technologies reduce the time for erection of the home foundation and shell, homebuyer labor will focus on interior work to complete the homes and ready for occupancy. RurAL CAP will partner with USDA-Rural Development to originate low-interest home loans and with other sources of down payment assistance subsidy to enable lower-income Alaskans to purchase the homes.

III. Rural Housing Initiative. The RurAL CAP Board of Directors has established a priority for the agency to evaluate the status of rural housing needs and service delivery, and to use the results of these efforts to develop and implement a program that addresses identified gaps in the housing system in rural Alaska. CSBG supports a Rural Housing Coordinator to staff this activity, with oversight from the division director and administrative assistance from a part-time admin tech position. Outcomes of this activity include comprehensive evaluation of housing needs and service gaps in rural Alaska, and an implemented program that provides alternative housing solutions to small rural communities. These solutions may range from tiny homes and shelters, to building materials, to self-help home repair, and on-site technical assistance. Partners will include tribes and small communities, HUD, USDA, Alaska Housing, and others yet to be identified. The Rural Housing Coordinator also works on expansion of the homeownership program to rural hub communities, and plays a central role in the coordination and development of the agency's triennial statewide needs assessment.

IV. Housing Advocacy. The Planning & Construction Division will advocate on behalf of rural and Alaskan interests in the drafting and design of federal and state housing programs, policies, regulations, and legislation.

V. Community Planning and Capacity Building. RurAL CAP will participate in planning and facilitating training and technical assistance events designed to build capacity in smaller and rural communities. These events will help communities to learn how to put plans into action, take greater control over land and other resources, and develop competency in financial management and administration. Examples of this activity include lecturing for the Northern Design course at the University of Alaska, Anchorage, conducting a workshop within the Rural Development program at the University of Alaska, Fairbanks, and providing technical training at the annual conference of the Alaska Chapter of the American Planning Association.

VI. Capital Project Services. The Planning & Construction Division will continue to support the agency's child development and supportive housing projects by providing in-house technical expertise in arctic construction technologies, cost estimating, finance, and project management.

PROGRAM OUTCOME STATEMENT

The components of the Planning & Construction Division segment provide a range of activities and services which achieve the following national CSBG goals:

- #1 low-income people become more self-sufficient;
- #2 the conditions in which low-income people live are improved;
- #4 partnerships among supporters and providers of services to low-income people are achieved; and
- #5 agencies increase their capacity to achieve results.

NEED FOR SERVICES

Program Customers

Agency Staff: Among the customers of the Planning & Construction Division component are agency staff – people who administer and provide services for the poor, disadvantaged, and low income so that this population becomes more self-sufficient.

Poor & Low Income: Rural communities have an extensive need for new housing, repairs to existing housing, and development of housing options for special needs populations. The Alaska Consolidated Housing & Community Development Plan estimates that over 115,000 units are in need of repair, expanded living space, or replacement. RurAL CAP will prepare low-income families for homeownership with financial literacy counseling, and assist qualified families with the construction of their own homes through the USDA mutual self-help program or purchasing an existing home. The “lite” self-help variant will bring new choices in homeownership units to rural hub communities. RurAL CAP’s weatherization programs leverage funding from a variety of sources to achieve decent, safe, and energy-efficient housing for the state’s lowest income residents.

A 2015 study by the Governor’s Council on Disabilities and Special Education cites the lack of accessible housing as a major barrier to independent living for Alaskans who experience disabilities. Elders, who are among the fastest-growing segment of the state’s population, often require accessibility modifications to their existing housing in order to remain safely housed and avoid premature institutional care. In partnership with the Alaska Department of Health & Social Services and regional independent living centers, RurAL CAP will continue to perform home accessibility modifications in targeted areas.

Poor and Low Income persons are also served through programs that develop the capacity of rural communities to engage in meaningful self-determination through community planning, and development of small city and tribal governments and community-based organizations to deliver essential community services.

Program Products

The products of the Planning & Construction Division component include **developing programs to serve the needs of low-income people in rural communities to be more self-sufficient and which achieve results.**

- An implemented program which will directly provide affordable owner-occupied housing in rural hub communities by providing training, technical assistance, and project management to self-help homebuyers.
- Development of 8-10 building sites for self-help housing in rural hub communities, and 10-12 sites in road-connected communities.
- An ongoing assessment of housing needs and service delivery gaps in rural Alaska, which will inform agency efforts in the housing arena as well as the agency's CSBG community needs assessment.
- An implemented rural housing program stemming from the housing needs assessment, leveraging existing funding streams, and grounded in local self-determination.
- Improving energy-efficiency and safety of individual residences, reducing reliance on fossil fuels, enabling low-income people to become more aware of energy conservation steps they can take to lower home heating and electricity costs, and reducing exposure to injury and environmental illness.
- Modifications to existing homes occupied by persons who experience disabilities, which will facilitate independent living, improve quality of life, and extend the useful life of the home.
- Training designed to increase the level of technical competency of villages to engage in community planning and economic development, and to manage rural utilities, housing, and the day-to-day business of tribal and civil governments.
- Repair of 20 mobile homes in the Municipality of Anchorage, extending the useful life and safety of these homes, which constitute an important element of the city's affordable housing resource.

<u>Budget Summary FY 2019</u> Community Services Block Grant		Rural Alaska Community Action Program, Inc.		<u>Component: PLANNING & CONSTRUCTION DIVISION</u>	
GRANT NUMBER:	FUNDING PERIOD FOR WHICH <u>FUNDS ARE REQUESTED</u>		GOAL STATUTORY AUTHORITY (S)		ESTIMATED UNEXPENDED CSBG FUNDS AVAILABLE AT END OF CURRENT FUNDING PERIOD (Attach most recent Monthly and/or Quarterly Financial Report):
	Beginning Date April 1, 2019	Ending Date June 30, 2020	Public Law 97-35 Section 675 ©, (A), (B) (vi), (vii), (D), (E)		

BUDGET SUMMARY (NEW APPLICATIONS – complete “TOTAL REQUESTED BUDGET” Column ONLY. CONTINUATIONS – Complete “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD” and “TOTAL REQUESTED BUDGET” Columns ONLY. AMENDMENTS – “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD”, “REQUESTED AMENDMENT TO CURRENT CSBG BUDGET and “TOTAL REQUESTED BUDGET” Columns.)

	COST CATEGORY	(I) CSBG Approved Budget for the Current Funding Period No. months of operation: 12		(II) Requested Amendment to Current CSBG Approved Budget (+ or -)		(III) TOTAL REQUESTED BUDGET No. months of operation: 12		(IV) TOTAL DCRA APPROVED BUDGET No. months of operation:	
		CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal
		(1)	(2)	(1)	(2)	(1)	(2)	(1)	(2)
10	PERSONNEL	\$278,672				\$278,672			
20	CONTRACTUAL	\$0				\$0			
30	TRAVEL	\$25,250				\$25,250			
40	BUILDING SPACE	\$32,891				\$32,891			
50	GENERAL SUPPLY	\$5,500				\$5,500			
60	PROGRAM SUPPLY	\$800				\$800			
70	EQUIPMENT	\$0				\$0			
80	COMMUNICATION	\$15,860				\$15,860			
90	OTHER	\$5,980				\$5,980			
	TOTAL DIRECT	\$364,953				\$364,953			
	ADMINISTRATIVE COSTS	\$65,692				\$65,692			
	TOTAL	\$430,645				\$430,645			

CSBG - FY 2019 - PLANNING & CONSTRUCTION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT	DATE SUBMITTED: <p align="center">Jun-18</p>

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE

PLANNING AND CONSTRUCTION


510	<u>510 PERSONNEL COSTS</u> 100 - Planning & Construction Division Director (.75 FTE - 100% to CSBG) \$118,170 100 - Homeownership Manager (1 FTE - 30% CSBG) \$22,320 100 - Admin Tech II (.5 FTE- 100% CSBG) \$22,880 100 - Rural Housing Coordinator (1 FTE - 100% to CSBG) \$58,240 <div style="text-align: right;"><i>Subtotal Personnel</i></div> \$221,610 500 - Fringe - full-time (27.7%) \$55,048.21 500 - Fringe - part-time (8.8%) \$2,013.44 <div style="text-align: right;"><i>Subtotal Fringe</i></div> \$57,062 TOTAL COST OF PERSONNEL \$278,672		
510	<u>520 CONTRACTUAL</u> 100- Professional Services TOTAL CONTRACTUAL \$0		
530	<u>530 TRAVEL COSTS</u> <u>100 - Staff Per Diem in State</u> <ul style="list-style-type: none"> ▪ Trips to conduct workshops and meetings (4 trips x 2 days x \$270) \$2,160 ▪ Trips to implement Rural Housing Initiative (6 trips x 2 days x \$270) \$3,240 <u>200 - Staff Per Diem out of State</u> <ul style="list-style-type: none"> ▪ Trips to conference and training events -(5 trips/5 days x \$350/day) \$8,750 <div style="text-align: right;"><i>Subtotal Per Diem</i></div> \$14,150 <u>500 - Staff Travel in State</u> <ul style="list-style-type: none"> ▪ Trips to conduct workshops and meetings (4 trips x \$575) \$2,300 ▪ Trips to implement Rural Housing Initiative (12 trips x \$400) \$4,800 <u>600 - Staff Travel out of State</u> <ul style="list-style-type: none"> ▪ Trips to attend conference and training events (4 x \$1000) \$4,000 <div style="text-align: right;"><i>Subtotal Travel</i></div> \$11,100 TOTAL COST OF TRAVEL \$25,250		


CSBG - FY 2019 - PLANNING & CONSTRUCTION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT	DATE SUBMITTED: <p align="center">Jun-18</p>

BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)

COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM	
		CSBG FEDERAL SHARE	NON FEDERAL SHARE
540	<u>540 SPACE COSTS</u> Director's office \$12,731 Rural Housing Coordinator office \$3,840 Admin Tech office \$3,840 Wx office conference area \$12,480 TOTAL COST OF SPACE <u>\$32,891</u>		
550	<u>550 GENERAL SUPPLIES COSTS</u> 100 - Office supplies \$5,000 200 - Copier supplies \$500 TOTAL COST OF GENERAL SUPPLIES <u>\$5,500</u>		
560	<u>560 PROGRAM SUPPLIES COSTS</u> 500 - Training supplies \$800 TOTAL COST OF PROGRAM SUPPLIES <u>\$800</u>		
580	<u>580 COMMUNICATIONS COSTS</u> 100 - Telephone, teleconference and fax \$3,600 102 -Postage and Shipping \$500 300 - Printing \$500 400 - Advertising and Outreach \$1,000 600 - Computer communications (3 @ \$285/mo.) \$10,260 TOTAL COMMUNICATION COSTS <u>\$15,860</u>		
590	<u>590 OTHER COSTS:</u> 300 - Misc. subscriptions \$500 700 - Fees, tuitions, memberships \$5,480 NRHC/NRSHHA dues, contractors license and bond, training fees TOTAL OTHER COSTS <u>\$5,980</u>		
	Direct Cost of Component Administrative Costs of Component @ 18% Total Cost of Component	\$364,953 <u>\$65,692</u> \$430,645	

COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)						(5) GOAL STATUTORY AUTHORITY(S) Public Law 97-35 Section 675 (c), (A), (B), (vi), (vii), (D), & (E).		(Component: Planning & Construction Division)				
(1) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(2) NAME/TITLE CHIEF EXECUTIVE OFFICER <i>Patrick Anderson, CEO</i>		(3) PHONE (Area Code) <i>(907) 279-2511</i>								
(4) ADDRESS <i>731 East 8th Avenue</i>		CITY <i>Anchorage</i>		STATE <i>Alaska</i>		ZIP CODE <i>99501</i>						
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS		(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL		(8) TIME TABLE PROGRAM YEAR QUARTER 1 st 2 nd 3 rd 4 th		(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED		(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion	
<u>National CSBG Goal #1:</u> Low-income people become more self-sufficient.		A. Provide administrative oversight to Home Improvement programs; broker partnerships among various agencies and communities to maximize leveraging of funding.		X	X	X	X	<ul style="list-style-type: none"> • HUD • AHFC • USDA • RCAC • Tribes • Independent Living Centers • AMHTA • Housing Assistance Council • Cook Inlet Lending Center 	\$182,475	12	\$2,000,000 (WX funds)	Ongoing
<u>National CSBG Goal #2:</u> The conditions in which low-income people live are improved.		B. Develop and manage partnerships which result in modification of housing to increase accessibility for seniors and persons experiencing disabilities		X	X	X	X				\$500,000 (home mods and sr access)	20120
<u>National CSBG Goal #6:</u> Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.		C. Secure sites for development of mutual self-help housing; secure supplemental funding to underwrite costs of site development.		X	X	X	X				\$2,100,000 (debt & grants)	
		D. Implement mutual self-help housing program: Market and deliver homeownership preparation curriculum Recruit and train homebuyers Construct homes		X	X	X	X				\$360,000 (AHFC - HOME)	
				TOTALS CARRIED FORWARD FROM PREVIOUS PAGES								
				GRAND TOTAL				\$182,475		\$5,330,000		
(14) THIS APPLICATION HAS BEEN (check "a" or "b" as appropriate): a. (X) Approved by the applicant's governing board. b. () Reviewed by the applicant's administering board and approved by its governing officials.												
(15) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD Rural CAP Board President, Ted Angasan				SIGNATURE: 				DATE: 7/3/2018		DATE OF BOARD APPROVAL: 6/14/2018		

COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)						(6) GOAL STATUTORY AUTHORITY(S) Public Law 97-35 Section 675 (c), (A), (B), (vi), (vii), (D), & (E).		(Component: Planning & Construction Division)		
(1) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(2) NAME/TITLE CHIEF EXECUTIVE OFFICER <i>Patrick Anderson, Interim CEO</i>		(3) PHONE (Area Code) <i>(907) 279-2511</i>						
(4) ADDRESS <i>731 East 8th Avenue</i>		CITY <i>Anchorage</i>		STATE <i>Alaska</i>		ZIP CODE <i>99501</i>		Period: April 1, 2019 to June 30, 2020		
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS	(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL	(8) TIME TABLE PROGRAM YEAR QUARTER				(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED	(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion
		1 st	2 nd	3 rd	4 th					
National CSBG Goal #2: The conditions in which low-income people live are improved.	E. Research and evaluate, in collaboration with partner organizations and rural tribes, conditions, needs, and gaps which limit rural Alaskans' access to decent, safe, appropriate, and affordable housing.	X	X	X	X	<ul style="list-style-type: none"> HUD AHFC USDA AAHA Tribes UAA/UAF DCRA Rural LISC RCAC Alaska Chapter American Planning Assn Nat'l Rural Housing Coalition 	\$ 182,478		\$800,000 (Agency funds)	Ongoing
National CSBG Goal #5: Agencies increase their capacity to achieve results.	F. Develop and implement programs to increase locally-determined responses to housing needs, including but not limited to tiny homes, building materials, home modifications and rehab, on-site technical assistance		X	X	X					Ongoing
National CSBG Goal #4: Partnerships among supporters and providers of services to low-income people are achieved	G. Advocate for housing funding, programs, and designs that are responsive to rural Alaska needs as identified in the needs assessment, and equip rural Alaskan communities to advocate for themselves in this arena.	X	X	X	X					
	H. Other activities to support the goals and activities of the Division	X	X	X	X					
		TOTALS CARRIED FORWARD FROM PREVIOUS PAGES					\$182,475			
		GRAND TOTAL					\$364,953			
(14) THIS APPLICATION HAS BEEN (check "a" or "b" as appropriate): a. (X) Approved by the applicant's governing board. b. () Reviewed by the applicant's administering board and approved by its governing officials.										
(15) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD RurAL CAP Board President, Ted Angasan					SIGNATURE: 		DATE: 7/3/2018		DATE OF BOARD APPROVAL: 6/14/2018	

Community Services Block Grant FY 2019 Proposal

Supportive Housing Division

NARRATIVE

SUMMARY OF COMPONENTS

Component 1 -- Supportive Housing Division

325 E. 3rd Ave -- CSBG leverages HUD Continuum of Care Grant funding. The Continuum of Care funds the Supportive Housing Project located at 325 E. 3rd. CSBG provides matching funds for the Division Director's salary and benefits for oversight of this program/housing complex and community efforts to end homelessness. The 325 E. 3rd Ave housing first project is 20 units of permanent affordable housing that provides intensive wrap-around treatment service to people with who are identified as chronically homeless and have severe needs. It provides housing to people who are highly ranked on the Anchorage Coordinated Entry system, a system that Anchorage homeless service providers use to rank people based on their housing needs.

Affordable Housing – In Anchorage there is a continuing need for affordable housing for low-income persons. CSBG assists in providing the seed funding for the development of new affordable housing and property management functions by funding the Maintenance Supervisor, Administrative Assist (collects housing application/rents), and Housing Supervisor. CSBG pays for the office space, IT charges, and office supplies for these staff. CSBG allows RurAL CAP to keep rents to a more affordable level and to house people who may have barriers to other types housing options due to past tenancy and criminal history issues. In particular, RurAL CAP often houses families who come to Anchorage from rural communities and formerly homeless persons and families have few housing options open to them. RurAL CAP will expand its inventory of affordable housing through acquisition and/or rehabilitation of additional rental housing units in Anchorage. In addition, RurAL CAP will develop new special needs housing, expanding the agency's capacity to provide much-needed permanent supportive housing for households.

Performance Measurement- The Supportive Housing Division is working to strategically measure is performance impact and retain high level of quality of services. This includes continuous quality improvement measures and programmatic standards. The Division is the process of diversifying its funding streams to assist with declining State grant revenue. An essential part of this strategy is to supplement grant resources with Medicaid revenue. CSBG is funding a Compliance Coordinator to oversee program performance. This is a capacity building component for the Division.

Karluk Manor-Karluk Manor is 46 units that serves the most vulnerable people who have experienced long-term homelessness. CSBG assists in supporting the program manager for this property. The manager is a National Substance Abuse Counselor Supervisor and assists in

improving the quality of addiction services in the Division and CSBG assists with funding this position. CSBG assists with funding for a person with disabilities to serve meals at Karluk Manor.

Sitka Place-Sitka Place is 54 units of supportive housing for the persons who have experienced chronic homelessness with serious mental illness. CSBG supports an Operations Technician to provide tenancy support on the property. This allows the property to increase services, safety and security.

Division-wide Training- The Supportive Housing Division to obtain and maintain accreditation and to provide quality of care to our program participants must have staff who are trained in a variety of interventions. The primary way the Division trains on compliance and care issues is through an online learning system called Relias Learning. This is a cost-effective way to train staff efficiently, particularly because the Supportive Housing Division works in shifts. This training is an essential piece of RurAL CAP's behavior support management plan.

PROGRAM OUTCOME STATEMENT

The components within the Supportive Housing Division provide a range of services and activities which have a significant and measurable impact on the causes and conditions of poverty in Anchorage, particularly with traditionally difficult-to-serve populations. The common thread linking these programs is their shared outcome statement:

To create measurable improvements in the conditions and behaviors of low-income Alaskans which enhance their educational, social, physical, mental and spiritual quality of life.

This outcome represents the culmination of the following CSBG goals:

- 1) Low income people become more self-sufficient.
- 2) The conditions in which low-income people live are improved.
- 3) Low in-come people own a stake in their community.
- 4) Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.

The outcome statements listed are included in the National Performance Indicators format at the end of these plan documents and are a part of the ROMA (Results Oriented Management and Accountability) model:

Component 2 -- Supportive Housing Division

- 1) Division tenants and residents will have an opportunity to participate in the Wellness to Work Supportive Employment Program will have access to assistance with gaining employment and increasing their income. All Supportive Housing Division program

participants will have access to employment assistance through RurAL CAP will work with employers, Division of Vocational Rehabilitation and other partners on workforce development.

Outcome Measures: The Division will measure the self-sufficiency of all supportive housing participants annually in permanent housing and bi-annually in transitional housing.

- 2) Increase and preserve the number of affordable housing units available to special needs populations such as persons with disabilities or the homeless.

Outcome Measure: The Division will work to develop 20 new units of permanent supportive housing.

- 3) Residents/tenants receive services conducted by community volunteers and increase volunteer engagement in RurAL CAP's mission through volunteering.

Outcome Measure: The Division will engage tenant and people we serve in 20 community and stake holder events annually.

- 4) Homeless persons will obtain and retain safe and affordable housing.

Outcome Measure: The Division will house a minimum of 500 people annually.

- 5) The Supportive Housing Division will provide outreach and engagement services to the most disabled and vulnerable homeless persons to target them for permanent supportive housing.

Outcome Measure: The Division will locate permanent housing for 30 new chronically homeless people annually in Anchorage.

NEED FOR SERVICES

Program Customers

The target population for Supportive Housing Division programs is supported by CSBG includes a range of persons on the edge and mired in poverty. From homeless families and individuals to people who are low-income renting affordable housing units, this Division serves people with the greatest need in Anchorage.

The following are the target populations for Supportive Housing Division by project:

1. Karluk Manor: Vulnerable chronically homeless persons with severe alcohol dependence.
2. Stika Place: Vulnerable chronically homeless persons who are seriously mentally ill. There is a 7 unit set-aside for homeless veterans.
3. Safe Harbor: Extremely low-income families who are homeless or at risk of homelessness.
4. Special Needs Housing: Persons with disabling conditions with some set-asides for the chronically homeless.
5. Affordable Housing: Rental to low-income households (various restrictions on the properties).
6. 325 E. 3rd: Chronically homeless persons who are screened as having severe needs.

7. Wellness to Work- Provides supportive employment services to tenants/residents in programs/housing in the Division.

Program Products

The products of the Supportive Housing Division programs include **education, employment, job skills, training, independent living skills, improved housing, recovery supports from substance abuse and mental illness, and healthier families.**

Applying lofty intentions to the daunting task of changing conditions and behaviors of the homeless population in Anchorage, the ultimate goal of the Supportive Housing Division's programs is to guide its residents along a progressive path leading to independent living, stable housing and self-sufficiency. The Division primary population the Division serves are Alaska Natives with addiction issues, many of whom have already been through numerous treatment programs and have been living on the streets for more than a decade.

OUTCOME MANAGEMENT MODEL

The Supportive Housing Division measures outcome measures through the agency Performance Quality Improvement Process and through a series of dashboards that are reviewed by the Board of Directors.

With a renewed commitment to reporting the measurable results that CSBG-supported programs have in building self-sufficiency and improving the conditions and behaviors of low-income people, the Supportive Housing Division has applied several outcome based measurement tools. These include collecting data on recovery through a client status review every 180 days, completion of a self-sufficiency matrix, regular tenant/resident surveys, and consistent data collection on housing retention measures.

<u>Budget Summary FY 2019</u> Community Services Block Grant		Rural Alaska Community Action Program, Inc.		<u>Component: SUPPORTIVE HOUSING DIVISION</u>	
GRANT NUMBER:	FUNDING PERIOD FOR WHICH FUNDS ARE REQUESTED		GOAL STATUTORY AUTHORITY (S)		ESTIMATED UNEXPENDED CSBG FUNDS AVAILABLE AT END OF CURRENT FUNDING PERIOD (Attach most recent Monthly and/or Quarterly Financial Report):
	Beginning Date April 1, 2019	Ending Date June 30, 2020	Public Law 97- 35 Section 675 ©, (A), (B) (vi), (vii), (D), (E)		

BUDGET SUMMARY (NEW APPLICATIONS – complete “TOTAL REQUESTED BUDGET” Column ONLY. CONTINUATIONS – Complete “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD” and “TOTAL REQUESTED BUDGET” Columns ONLY. AMENDMENTS – “CSBG APPROVED BUDGET FOR THE CURRENT FUNDING PERIOD”, “REQUESTED AMENDMENT TO CURRENT CSBG BUDGET and “TOTAL REQUESTED BUDGET” Columns.)

	COST CATEGORY	(I) CSBG Approved Budget for the Current Funding Period No. months of operation:		(II) Requested Amendment to Current CSBG Approved Budget (+ or -)		(III) TOTAL REQUESTED BUDGET No. months of operation: <u>12</u>		(IV) TOTAL DCRA APPROVED BUDGET No. months of operation:	
		CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal	CSBG Federal	Non Federal
		(1)	(2)	(1)	(2)	(1)	(2)	(1)	(2)
10	PERSONNEL	\$296,716		\$0		\$296,716			
20	CONTRACTUAL	\$35,100		\$0		\$35,100			
30	TRAVEL	\$4,085		\$0		\$4,085			
40	BUILDING SPACE	\$5,603		\$0		\$5,603			
50	GENERAL SUPPLY	\$1,297		\$0		\$1,297			
60	PROGRAM SUPPLY	\$0		\$0		\$0			
70	EQUIPMENT	\$0		\$0		\$0			
80	COMMUNICATION	\$19,200		\$0		\$19,200			
90	OTHER	\$6,425		\$0		\$6,425			
	TOTAL DIRECT	\$368,426		-		\$368,426			
	ADMINISTRATIVE COSTS	\$66,317		-		\$66,317			
	TOTAL	<u>\$434,743</u>		<u>-</u>		<u>\$434,743</u>			

Supportive Housing Division Component Summary

Cost Cat. No.	Cost Category	Component I Supportive Housing	TOTAL
10	Personnel	\$296,716	\$296,716
20	Contractual	\$35,100	\$35,100
30	Travel	\$4,085	\$4,085
40	Building Space	\$5,603	\$5,603
50	General Supplies	\$1,297	\$1,297
60	Program Supplies	\$0	\$0
70	Equipment	\$0	\$0
80	Communications	\$19,200	\$19,200
90	Other	\$6,425	\$6,425
Direct Costs		\$368,426	\$368,426
Administrative Costs @ 18%		\$66,317	\$66,317
TOTAL COSTS		\$434,743	\$434,743

CSBG - FY 2019 - SUPPORTIVE HOUSING DIVISION

BUDGET SUPPORT SHEET (Budget Support Data)		
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501	TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT	DATE SUBMITTED: <p align="center">Jun-18</p>
BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)		
COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM
		CSBG FEDERAL SHARE
NON FEDERAL SHARE		

SUPPORTIVE HOUSING

510	<u>PERSONNEL:</u>			
CLO/AH	100 - Housing Supervisor @ 50% (Rob)	27,664		
CLO/AH	100 - Admin Assistant @ 50% (Theresa)	\$26,874		
CLO/AH	100 - Maint Supervisor @ 50% (Brett)	31,325		
AH	100 - Div Director @ 20%	19,768		
AH	100 - Clinical Director @ 20%	18,420		
AH	100 - Compliance Coordinator @ 75%	48,027		
SIT	100 - Op Tech I Sitka Place	33,104		
KAR	100 - Program Manager (Colleen) @ 25%	\$20,077		
	Subtotal FTE Personnel	<hr/> 225,259		
	500 - Employee Fringe FTE (27.6%)	\$62,171		
	PTE			
KAR	100 - Casual Laborer (Renee)	8,536		
	500 - Employee Fringe PTE (8.8%)	\$751		
	SubtotalPTE Personnel			
	TOTAL COST OF PERSONNEL	296,716	\$296,716	
520	<u>CONTRACTUAL EXPENSE:</u>			
	100 - Professional Services Relias	\$10,100		
	100 - Professional Services Qualifax	\$22,500		
	500 - Insurance	\$2,500		
	TOTAL COST OF CONTRACTUAL	\$35,100	\$35,100	
530	<u>TRAVEL:</u>			
	200 - Per Diem Out of State	\$1,600		
	600 - Travel Out of State	\$1,800		
	900 - Mileage	\$685		
	TOTAL COST OF TRAVEL	\$4,085	\$4,085	

CSBG - FY 2019 - SUPPORTIVE HOUSING DIVISION

BUDGET SUPPORT SHEET (Budget Support Data)				
NAME OF APPLICANT AGENCY: RURAL ALASKA COMMUNITY ACTION PROGRAM, INC 731 EAST 8TH AVENUE ANCHORAGE, ALASKA 99501		TYPE OF GRANT: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> AMENDMENT <input type="checkbox"/> CONTINUATION OF GRANT		DATE SUBMITTED: <p align="center">Jun-18</p>
BUDGET SUPPORT DATA (Itemize and show subtotal for each Cost Category)				
COST CAT NO.	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	AMOUNT OR VALUE OF EACH ITEM		
		CSBG FEDERAL SHARE	NON FEDERAL SHARE	
540	<u>SPACE COSTS:</u> 100 - Building Rental (CLO)	\$5,603		
	TOTAL SPACE COST	\$5,603	\$5,603	
550	<u>GENERAL SUPPLIES:</u> 100 - Office Supplies	\$1,297		
	GENERAL SUPPLIES	\$1,297	\$1,297	
580	<u>COMMUNICATIONS:</u> 100 - Telephone/Fax 600 - IT Services	\$1,200 \$18,000		
	TOTAL COMMUNICATIONS COST	\$19,200	\$19,200	
590	<u>OTHER DIRECT COSTS:</u> 100 - Vehicle Expense 105 - Vehicle Insurance 700 - Fees	\$1,200 \$5,225 \$0		
	TOTAL COST OF OTHER	\$6,425	\$6,425	
	Direct Cost of Component Administrative Cost @ 18% TOTAL COST OF COMPONENT		\$368,426 <u>\$66,317</u> \$434,743	

COMMUNITY SERVICES BLOCK GRANT WORK PLAN (Please type or print clearly)					(5) GOAL STATUTORY Division AUTHORITY(S) Public Law 97-35, Section 675 (c), (A), (B)(vi) & (vii), (D) and (E) Period: April 1, 2019 to June 30, 2020					
(1) NAME OF APPLICANT AGENCY <i>Rural Alaska Community Action Program, Inc.</i>		(2) NAME/TITLE CHIEF EXECUTIVE OFFICER <i>Patrick Anderson, CEO</i>		(3) PHONE (Area Code) <i>(907) 279-2511</i>						
(4) ADDRESS <i>731 East 8th Avenue</i>		CITY <i>Anchorage</i>		STATE <i>Alaska</i>		ZIP CODE <i>99501</i>				
(6) PROJECT TITLE AND STATEMENT OF ONE-YEAR GOALS	(7) ACTIVITIES REQUIRED TO ACHIEVE GOAL	(8) TIME TABLE PROGRAM YEAR QUARTER				(9) TRAINING AND TECHNICAL ASSISTANCE REQUIRED	(10) CSBG FUNDS	(11) No. Mos.	(12) Other Funds	(13) Planned Completion
		1 st	2 nd	3 rd	4 th					
<u>National CSBG Goal #1:</u> Low-income people become more self-sufficient. <u>National CSBG Goal #2:</u> The conditions in which low-income people live are improved. <u>National CSBG Goal #3:</u> Low-income people own a stake in their community. <u>National CSBG Goal #6:</u> Low-Income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.	COMPONENT I – SUPPORTIVE HOUSING 1. Behavioral Health: a) Expand and strengthen behavioral health services in the Division through efforts such as billing Recipient Support Services b) Work on measuring and analyzing the self-sufficiency of residents consistently and accurately through the Adsystech system. c) Advocate on the State-wide implementation of the 1115 Behavioral Health Waiver for tenancy supports. 2. Housing Development and Operations: a) Work on opportunities for new developments of supportive housing. b) Work to building efficiencies, training, and receive technical assistance on property management compliance. c) Rehabilitate aging properties 3. Opportunities for tenant community involvement: a) Organize regular opportunities for tenant community involvement b) Hold regular meetings tenant and Advisory Council meeting for tenant input. 4. Client/Resident Services a) Hire and train a new Technicians c) Provide healthy meals at supportive housing sites through partnerships d) Provide case management services c) Assist in providing tenancy support services and case management service to help tenants retain housing.	X	X	X	X	<ul style="list-style-type: none"> Carelogic Database Implementation CPI Descalation Training Relias Learning Training Modules Trauma informed care Medicaid compliance training 	\$434,743	12	\$805,662 (325 E. 3 rd Ave operating and supportive) \$1,347,069 (Affordable Housing operating) \$1,048,261 (Karluk Manor operating and supportive) \$868,017 (Sitka Place operating and supportive) \$772,745 (SH Muldoon operating and supportive)	On-Going
		TOTALS CARRIED FORWARD FROM PREVIOUS PAGES (IF ANY) GRAND TOTAL					\$434,743		\$4,841,755	
(14) THIS APPLICATION HAS BEEN (check "a" or "b" as appropriate): a. (X) Approved by the applicant's governing board. b. () Reviewed by the applicant's administering board and approved by its governing officials.										
(15) NAME AND TITLE OF PRINCIPAL GOVERNING OFFICIAL OR PRINCIPAL OFFICER OF GOVERNING BOARD Rural CAP Board President, Ted Angasan				SIGNATURE: <i>Ted J. Angasan</i>			DATE : 7/3/2018		DATE OF BOARD APPROVAL: 6/14/2018	

Community Services Block Grant – FY 2019
Submitted by Rural Alaska Community Action Program, Inc.

Outcome Measures

As a Community Action Agency, RurAL CAP subscribes to the six national goals of the 1994 Amendment to the CSBG Act, and implements these goals through its programs and services. The agency monitors its activities to measure program success in three key areas: promoting self-sufficiency, family stability, and community revitalization. In addition, the agency continually strives to enhance its capacity to achieve results on behalf of the communities and people it serves through partnerships, efficiencies, and leveraging of non-CSBG resources.

- | | |
|---------------|---|
| Goal 1 | Low-income people become more self-sufficient. <i>(Family)</i> |
| Goal 2 | The conditions in which low-income people live are improved. <i>(Community)</i> |
| Goal 3 | Low-income people own a stake in their community. <i>(Community)</i> |
| Goal 4 | Partnerships among supporters and providers of services to low-income people are achieved. <i>(Agency)</i> |
| Goal 5 | Agencies increase their capacity to achieve results. <i>(Agency)</i> |
| Goal 6 | Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems. <i>(Family)</i> |

Each RurAL CAP program or activity supported by CSBG funding implements one or more of these six national goals. The following paragraphs outline and quantify, by component, anticipated outcomes.

Administrative Services. Supports the agency's capacity to achieve results by providing administrative support to all departments throughout the agency, and to the agency's 24-member governing board and working committees.

Child Development Division. Programs and services support Goal 6 - Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.

- 75% of four-year old children will demonstrate school readiness as reflected in the required measures for the Child Development Division.
- 75% of parents who complete the annual parent survey will report: the ability to set meaningful goals, improved parenting skills, and increased understanding of child development.

- 85% of families enrolled in Child Development programs, who identify a need, will receive services.

Community Development Division. Programs and services create measureable improvements in the conditions and behaviors of low-income, rural, Alaskans, which enhance their wellness, self-sufficiency, and quality of life. CSBG goals 1, 2, 3, and 4 are implemented.

CSBG National Goal #3 Low-income people own a stake in their community.

- 650 community members will volunteer to support an activity organized through a Community Development Division Program. Of these volunteers, 520 (or 80%) will be low-income volunteers.

CSBG National Goal #1 Low-income people become more self-sufficient.

- Out of 90 RAY and VISTA AmeriCorps applicants, 40 will be enrolled in a service position, 35 will increase their knowledge or skills. 32 will maintain the service position for at least six months, and 28 will complete their position term and earn an education award.

CSBG National Goal #2 The conditions in which low-income people live are improved.

- 32 before-school and after-school, accessible community services for low income families (including children or youth) will be created or preserved and 450 beneficiaries will access these services. 93 community services or resources to improve public health and safety will be increased or preserved and accessed by 2008 service recipients.

CSBG National Goal #6 Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments.

- Of the 220 youth participating in a Community Development program, 176 youth (or 80%) will improve social/emotional development. (Excludes youth served by the Elder Mentor Program.)
- 450 youth served by an Elder Mentor in a classroom or community setting will increase academic, athletic or social skills for success. Of the 110 youth assigned to an Elder Mentor for individualized, in-depth support, 83 (or 75%) will increase academic, athletic or social skills for school success.
- Of the 70 pre-school children assigned to an Elder Mentor for individualized, in-depth support, 66 (or 95%) will increase school readiness skills (unduplicated from the Child Development Division's Head Start or CDC children).

Development and Communications. Agency capacity to deliver services is developed through sustaining and maintaining the financial health of the agency through a diverse range of quality proposals, building relationships with partners and funders, media, marketing and advocacy.

- The ability of low-income people and communities to engage in self-advocacy and self-determination is enhanced, implementing CSBG Goals 2 and 3

- The agency enjoys a broad range of funders and partners, implementing CSBG Goals 4 and 5

Planning & Construction Division. Activities increase the quality and performance of existing homes, develop new homes, and increase the ability of persons with disabilities to remain independent in their own homes. These programs implement CSBG Goals 1, 2, 4, and 5.

- 15 lower-income families will build their own homes under the USDA self-help program, earning approximately \$30,000 in sweat equity per family
- 20 mobile homes in Anchorage occupied by lower-income families will receive repair services, and preserve an important part of the city's affordable housing stock
- 80 homes in rural Alaska will reduce energy costs and improve indoor air quality through weatherization
- 12 homes occupied by persons experiencing disabilities will be modified to meet the accessibility needs of the residents, enabling them to remain in their homes, living independently
- Gaps in the housing array and delivery system in rural Alaska will be assessed and programming designed to address identified needs, in partnership with tribes and other housing-related entities.

Supportive Housing Division. The Supportive Housing division provides a range of services and activities which create measureable improvements in the conditions and behaviors of low-income Alaskans, which enhance their educational, social, physical, mental, and spiritual quality of life. These programs and activities implement CSBG Goals 1-4.

- The Division will measure the self-sufficiency of all supportive housing participants annually in permanent housing and bi-annually in transitional housing.
- The Division increase and preserve the number of affordable housing units available to special needs populations such as persons with disabilities or the homeless *will work to develop 20 new units of permanent supportive housing.*
- Residents/tenants receive services conducted by community volunteers and increase volunteer engagement in RurAL CAP's mission through volunteering. The Division will engage tenant and people we serve in 20 community and stake holder events annually.
- Homeless persons will obtain and retain safe and affordable housing. The Division will house a minimum of 500 people annually.
- Supportive Housing Division will provide outreach and engagement services to the most disabled and vulnerable homeless persons to target them for permanent supportive housing, locating permanent housing for 30 new chronically homeless people annually in Anchorage.

OUTCOME MEASURES - CSBG FY 2019 Proposal

NPI	Description	Projected Outcome - Number of Participants Expected to Achieve Outcome in Reporting Period (Target) (#)				
Goal 1: Low-income people become more self-sufficient.						
1.1	EMPLOYMENT The number and percentage of low-income participants who get a job or become self-employed as a result of Community Action Assistance, as measured by one or more of the following:					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
1.1 A	Unemployed and obtained a job		23	8	25	
1.1 B	Employed and maintained a job for at least 90 days		21			
1.2	EMPLOYMENT SUPPORTS The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from Community Action, as measured by one or more of the following:					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
1.2 A	Obtained skills/competencies required for employment		21		51	
1.2 B	Completed ABE/GED and received certificate or diploma				2	
1.2 G	Obtained health care services for themselves and/or family member		6			
1.2 H	Obtained and/or maintained safe and affordable housing				271	
1.2 I	Obtained non-emergency LIHEAP assistance			10		
Goal 2: The conditions in which low-income people live are improved.						
2.1	COMMUNITY IMPROVEMENT AND REVITALIZATION Increase in, or safeguarding of, threatened opportunities and community resources or services for low-income people in the community as a result of Community Action projects/initiatives or advocacy with other public and private agencies, as measured by one or more of the following:					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
2.1 A	Jobs created, or saved, from reduction or elimination in the community		15			
2.1 C	Safe and affordable housing units created in the community			15		
2.1 D	Safe and affordable housing units in the community preserved or improved through construction, weatherization or rehabilitation achieved by Community Action activity or advocacy			185		
2.1 F	Accessible safe and affordable child care or child development placement opportunities for low-income families created, or saved from reduction or elimination	1000				
2.1 G	Accessible before-school and after-school program placement opportunities for low-income families created, or saved from reduction or elimination		41			

OUTCOME MEASURES - CSBG FY 2019 Proposal

	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
2.1 I	Accessible or increased educational and training placement opportunities, or those that are saved from reduction or elimination, that are available for low-income people in the community, including vocational, literacy, and life skill training, ABE/GED, and post secondary education		90			
2.2	COMMUNITY QUALITY OF LIFE AND ASSETS The quality of life and assets in low-income neighborhoods are improved by Community Action initiative or advocacy, as measured by one or more of the following:					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
2.2 C	Increase in the availability or preservation of community services to improve public health and safety		85			
2.3	COMMUNITY ENGAGEMENT The number of community members working with Community Action to improve conditions in the community.					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
2.3 A	Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives		1400		45	
2.3 B	Number of volunteer hours donated to the agency		100,000	4000	3000	
Goal 3: Low-income people own a stake in their community.						
3.1	COMMUNITY ENHANCEMENT THROUGH MAXIMUM FEASIBLE PARTICIPATION The number of volunteer hours donated to Community Action					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
3.1 A	A. Total number of volunteer hours donated by low-income individuals to Community Action (This is ONLY the number of volunteer hours from individuals who are low-income)	3000	80,000		125	
3.2	COMMUNITY EMPOWERMENT THROUGH MAXIMUM FEASIBLE PARTICIPATION The number of low-income people mobilized as a direct result of Community Action initiatives to engage in activities that support and promote their own well-being and that of their community, as measured by one or more of the following:					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
3.2 C	Number of low-income people purchasing their own home in their community as a result of Community Action assistance			30		
3.2 D	Number of low-income people engaged in non-governance community activities or groups created or supported by Community Action			15		

OUTCOME MEASURES - CSBG FY 2019 Proposal

	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
Goal 4: Partnerships among supporters and providers of services to low-income people are achieved.						
4.1	EXPANDING OPPORTUNITIES THROUGH COMMUNITY-WIDE PARTNERSHIPS The number of organizations, both public and private, that Community Action actively works with to expand resources and opportunities in order to achieve family and community outcomes.					
	Divisions	Child Development	Community Development	Planning & Construction	Administrative/BOD	
	Number of organizatons, both public and private, that Community Action actively works with to expand resources and opportunities in order to achieve family and community outcomes					
					Organization	Partnership
4.1 A	# Non-Profit				70	95
4.1 B	# Faith Based				3	5
4.1 C	# Local Government				65	116
4.1 D	# State Government				10	30
4.1 E	# Federal Government				12	20
4.1 F	# For-Profit Business or Corporation				62	64
4.1 G	# Consortiums/Collaboration				10	20
4.1 H	# Housing Consortiums/Collab.				4	10
4.1 I	# School Districts				20	70
4.1 J	# Institutions of post secondary education/training				2	10
4.1 K	# Financial/Banking Institutions				2	3
4.1 L	# Health Service Institutions				20	45
4.1 M	# State wide associations or collaborations				7	11
4.1 N	Number of Organizations and Partnerships (Total):				287	499
Goal 5: Agencies increase their capacity to achieve results.						
5.1	AGENCY DEVELOPMENT The number of human capital resources available to Community Action that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following:					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
	Number of human capital resources available to Community Action that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following:					
5.1 B	Number Nationally Certified ROMA Implementer	2	2	2	2	2
5.1 C	Number of Family Development Certified Staff	75				
5.1 D	Number of Child Development Certified Staff	75				
5.1 E	Number of staff attending trainings	225	8	10	50	5
5.1 F	Number of board members attending trainings					24
5.1 G	Hours of staff in trainings	3000	350	250	2200	40
5.1 H	Hours of board members in trainings					360
	Number of home energy certs, auditors, QCI			4		
	Number of Licensed Mortgage Loan Originators			1		

OUTCOME MEASURES - CSBG FY 2019 Proposal

	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
	Number of AICP certified planners			1		
Goal 6: Low-income people, especially vulnerable populations, achieve their potential						
6.1	INDEPENDENT LIVING The number of vulnerable individuals receiving services from Community Action who maintain an independent living situation as a result of those services:					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
6.1 A	Senior Citizens			120	100	
6.1 B	Individuals with Disabilities			50	250	
6.3	CHILD AND FAMILY DEVELOPMENT The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs who achieve program goals, as measured by one or more of the following:					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
6.3 A	Infants and children obtain age-appropriate immunizations, medical, and dental care	950				
6.3 B	Infant and child health and physical development are improved as a result of adequate nutrition	720				
6.3 C	Children participate in pre-school activities to develop school readiness skills	600	60			
6.3 D	Children who participate in pre-school activities are developmentally ready to enter Kindergarten or 1st Grade	220	50			
6.3 F	Youth improve social/emotional development		250			
6.3 I	Youth increase academic, athletic, or social skills for school success		150			
6.3 J	Parents and other adults learn and exhibit improved parenting skills	375				
6.4	FAMILY SUPPORTS (Seniors, Disabled, and Caregivers) The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs who achieve program goals, as measured by one or more of the following:					
	Divisions	Child Development	Community Development	Planning & Construction	Supportive Housing	Administrative/BOD
6.4 E	Obtained and/or maintained safe and affordable housing				475	

Appendix C

Documents of Public Hearing



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Commerce, Community, and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

455 3rd Avenue, Suite 140
Fairbanks, Alaska 99701-4737
Main: 907.451.2721
Programs fax: 907.454.2742

August 22, 2018

To Whom it May Concern:

I certify that on August 21, 2018 a Public Hearing was held to accept public testimony on the contents of the Draft FFY 2019 State Plan for the Community Services Block Grant Program.

The hearing was advertised in all major newspapers across the State of Alaska. Copies of the Draft Plan were distributed in advance to interested parties including but not limited to: Rural Alaska Community Action Agency and offices of the Department of Commerce, Community, and Economic Development. Notice was posted on the State's Online Public Notice System and the Draft State Plan was posted on the Department's website.

During the hearing, I provided an overview of the Community Services Block Grant program. Mitzi Barker, Director of Planning and Construction Division of RurAL CAP provided an overview of RurAL CAP and its CSBG supported programs. Mitzi and I were available to answer questions. No other testimony was received during the public hearing. A transcript of the hearing is attached.

A handwritten signature in blue ink that reads "Pauletta Bourne".

Signed and Certified by Pauletta Bourne, DCRA Grants Administrator III

Opening Comments for CSBG Public Hearing to be held August 21, 2018

My name is Pauletta Bourne, I am a Grants Administrator with the State of Alaska Department of Commerce, Community and Economic Development. I am pleased to participate in this public hearing concerning the Draft State Plan for the Community Services Block Grant Program for Federal Fiscal Year 2019.

The Department of Commerce, Community, and Economic Development would like to accept comments from the public on the proposed use and distribution of these funds.

Community Services Block Grant funds are allocated to the Department from the U.S. Department of Health and Human Services. Federal requirements restrict the grantees to Community Action Agencies. Rural Alaska Community Action Program, better known as RurAL CAP is the only recognized Community Action Agency in the state of Alaska. We anticipate receiving approximately \$2.5M in FFY 2019 although that number could increase or decrease slightly. By statute, ninety five percent of CSBG funds received are granted to RurAL CAP. The Department is authorized to keep 5% funds to cover administrative costs.

The purpose of the Community Services Block Grant is to impact the causes and conditions of poverty. The Draft State Plan, on which we are accepting comment today, outlines how the Department administers the CSBG program and the activities which RurAL CAP proposes to undertake during fiscal year 2019. Because the State Plan is lengthy, I will briefly outline the major components which the Department and RurAL CAP have identified for the program.

RurAL CAP will utilize CSBG funds to serve low-income people throughout the State in several program components. These include Administrative Services and Communication; Child Development; Community Development; Development Services; Planning and Construction; and Supportive Housing. Each of these components are described in detail in the State Plan.

Also included in this year's Plan are Outcome Measures for each of the program components. Program results are tracked and reported on a quarterly basis in terms of the number of clients who achieve a given milestone. Progress is reviewed by staff who use it to evaluate results and make changes when necessary.

Both the Department and RurAL CAP place a strong emphasis on promoting maximum participation by rural residents in the elimination of the causes and conditions of poverty. I have worked with RurAL CAP in the daily administration of the CSBG grant for seven years. They have demonstrated a sincere interest in helping low income Alaskans and are recognized nationally as a leader in providing not only innovative programs which meet the needs of their clientele, but also in developing commendable Outcome Measures. They are to be applauded for their hard work and their success.

Thank you for your interest in the Community Service Block Grant program. Again, my purpose today is to educate the public about the program and to accept comment on the proposed use and distribution of funds. Comments will be limited to ten minutes. Patrick Anderson, Executive Director and Mitzi Barker of RurAL CAP now have the floor, good morning Patrick and Mitzi, do you have anything you would like to add to this introduction?

Public Hearing on the Community Services Block Grant

August 21, 2018

Testimony presented by Mitzi C Barker, Director of Planning & Construction
Rural Alaska Community Action Program, Inc.
731 E. 8th Avenue
Anchorage, AK 99501
(907) 279-2511

Good morning. My name is Mitzi Barker, Director of the Planning & Construction Division of the Rural Alaska Community Action Program, also known as RurAL CAP. I am the staff member who is principally responsible for developing the agency's community development plan and work associated with the implementation of the Community Services Block Grant, otherwise known as CSBG. I am joined here in Anchorage by Patrick Anderson, our Chief Executive Officer. CSBG makes federal funds available to the State of Alaska that provide core funding to empower low income families to become self-sufficient, and revitalize communities through community-based activities.

The funding flows from the federal government to the Division of Community and Regional Affairs of the Alaska Department of Commerce, Community and Economic Development and is administered by Grants Administrator, Pauletta Bourne, who is online with us today. RurAL CAP has had a long and healthy partnership with the State, which is responsible for preparing and monitoring the State Plan.

RurAL CAP is a private, statewide, non-profit organization with 501(c)(3) tax exempt status. It is one of more than 1,000 Community Action Agencies in the nation which work to build self-sufficiency among low-income people.

As the only Community Action Agency in Alaska, RurAL CAP is the single eligible recipient for 95% of the state's CSBG funds. In FY 2019, RurAL CAP has applied for \$2.5 million in CSBG funds to support programs and services for low-income people.

RurAL CAP is governed by a 24-member Board of Directors representing every major region of the state. The tripartite board meets quarterly and is a balance of representatives of lower-income areas, elected public officials, and private sector organizations.

The Board of Directors identifies major issues affecting low-income people and sets agency policy. The staff implements board policy and provides day-to-day of agency programs and services, and measures the effectiveness and efficiency of these programs and services in addressing identified goals.

CSBG is a flexible form of funding, which was designed by Congress to allow grantees to design and implement programs that grow out of locally-identified needs. Grounded in community needs assessments and informed by the insights of our agency's board of directors representing all regions of Alaska, CSBG provides the opportunity to pilot new programs, remain responsive to emerging issues, and the ability to ensure that strong, outcome-focused oversight covers all of the diverse programs offered by the agency.

RurAL CAP will use this core funding from CSBG to leverage several million dollars in other public and private sector funds. The agency employs approximately 400 employees across the state, who provide direct services to lower-income Alaskans as determined by community needs assessments. They include services for prenatal women, children and families through Head Start, Early Head Start and Parents as Teachers, home weatherization and improvements, self-help housing, access to affordable housing, community health promotion, youth resiliency and leadership development, and solid waste management. These staff are augmented by temps or seasonal hires throughout the year.

As an organization focused on improvements in the lives of low-income people, RurAL CAP applies the majority of its resources to rural communities where poverty rates are many times higher than in urban Alaska. Yet as the only community action agency in Alaska and one with a mandate to serve people statewide, RurAL CAP also provides:

- Head Start services to pre-school children and their parents in Ketchikan;
- Home weatherization to qualifying low-income residents in Juneau and Anchorage;
- Affordable housing opportunities to families in Anchorage and on the Kenai; and
- Childcare and housing first services in Anchorage.

The State Plan contains detailed examples of outcome measures for each of RurAL CAP's CSBG-supported programs. This system of Results Oriented Management and Accountability, or ROMA, has received national recognition within the network of social service and community action agencies as a model of comprehensive outcome evaluation. These outcomes are required reporting for all community action agencies. RurAL CAP continues to ensure that the agency has staff trained in ROMA to deploy this commitment to outcome-based management throughout the agency.

With attention focused on identifying and documenting measurable changes in the conditions and behaviors of the people we serve, RurAL CAP's system of program evaluation and accountability keeps both our human and financial resources focused on improving the lives of low-income Alaskans in ways that produce measurable results.

RurAL CAP strives to be a responsible steward of public funds. We run some of the most technical, and most closely-scrutinized federal and state programs in the nation

including Head Start, Alaska Housing Finance Corporation programs, AmeriCorps, and CSBG. We pride ourselves on being a grantee in good standing for all of our programs and services. We place a high value on getting clean financial and program audits, and we strive to provide cost-effective services that get results.

This concludes our testimony for the FY 2019 Community Services Block Grant State Plan.

Thank you.

Respectfully submitted,

Mitzi C Barker, FAICP
Director, Planning & Construction Division
RurAL CAP

ANCHORAGE DAILY NEWS

AFFIDAVIT OF PUBLICATION

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STATE OF ALASKA
THIRD JUDICIAL DISTRICT

Joleesa Stepetin

being first duly sworn on oath deposes and says that he/she is a representative of the Anchorage Daily News, a daily newspaper. That said newspaper has been approved by the Third Judicial Court, Anchorage, Alaska, and it now and has been published in the English language continually as a daily newspaper in Anchorage, Alaska, and it is now and during all said time was printed in an office maintained at the aforesaid place of publication of said newspaper. That the annexed is a copy of an advertisement as it was published in regular issues (and not in supplemental form) of said newspaper on


August 12, 2018, August 17, 2018, August 19, 2018

and that such newspaper was regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is not in excess of the rate charged private individuals.

Signed


Joleesa Stepetin

Subscribed and sworn to before me
this 20th day of August, 2018


Notary Public in and for
The State of Alaska,
Third Division
Anchorage, Alaska

MY COMMISSION EXPIRES

2/23/2019

A Public Hearing to accept comments on the State of Alaska Federal Fiscal Year 2019 Draft State Plan for the Community Services Block Grant (CSBG) Program will be held on August 21, 2018 between 9:00 – 10:00 A.M. Interested parties may participate or provide comment by calling 800-315-6338, access code 32721#. CSBG funds are allocated to the State for Alaska's only Community Action Program, RURAL CAP, Inc. The objective of the program is to impact the causes and conditions of poverty. The State Plan describes how the State administers the program and the activities to be undertaken during the federal fiscal year. Copies of the Plan may be requested by contacting Pauletta Bourne, Department of Commerce, Community, and Economic Development, 455 3rd Avenue, Suite 140, Fairbanks, AK 99701-4737. Phone 907-451-2721. The Plan is available online at: <https://www.commerce.alaska.gov/web/dcra/GrantsSection/CommunityServicesBlockGrant.aspx> Written comments on the State Plan may be sent to the address above, but must be received on or before August 21, 2018.

Published: August 12, 17, 19, 2018

Notary Public
BRITNEY L. THOMPSON
State of Alaska
My Commission Expires Feb 23, 2019

Affidavit of Publication

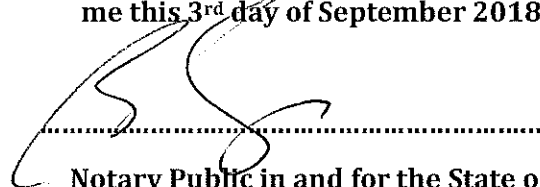
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Ad #: 818311

I, Shandra Comas, first duly sworn, oath, depose, and say that I am the Principle Clerk of the Juneau Empire, a newspaper of general circulation, published in the city of Juneau, State of Alaska; that the publication was published in said newspaper on the 12th day of August 2018 and thereafter for 2 additional day(s), the last date of publication being August 19th, 2018.



Subscribed and sworn to before
me this 3rd day of September 2018.



Notary Public in and for the State of
Alaska.



PUBLIC NOTICE

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