

COMMUNITY SERVICES BLOCK GRANT (CSBG)  
2022/2023 Community Needs Assessment and Community Action Plan  
Cover Page and Certification

Agency Name	Inyo Mono Advocates for Community Action, Inc.
Name of CAP Contact	Anna Huston
Title	Community Services Manager
Phone	760-873-8557
Email	ahuston@imaca.net

CNA Completed MM/DD/YYYY:  
(Organizational Standard 3.1)

6/28/21


**Board and Agency Certification**

The undersigned hereby certifies that this agency complies with the Federal CSBG Programmatic and State Assurances as outlined in the CSBG Act and California Government Code, respectively for services provided under the Federal Fiscal Year 2022/2023 Community Action Plan. The undersigned further certifies the information in this Community Needs Assessment and the Community Action Plan is correct and has been authorized by the governing body of this organization. (Organizational Standard 3.5)

Carolyn Balliet		6-29-21
Board Chair (printed name)	Board Chair (signature)	Date
Lisa Slauch		6/29/21
Executive Director (printed name)	Executive Director (signature)	Date

**Certification of ROMA Trainer/Implementer (If applicable)**

The undersigned hereby certifies that this agency's Community Action Plan and strategic plan documents the continuous use of the Results Oriented Management and Accountability (ROMA) system (assessment, planning, implementation, achievement of results, and evaluation).

Anna Huston		6/30/21
NCRT/NCRI (printed name)	NCRT/NCRI (signature)	Date

**CSD Use Only**

Dates CAP (Parts I & II)		Accepted By
Received	Accepted	

## 2022-2023 Community Needs Assessment

### I. Introduction

Established in 1980 and designated as a Community Action Agency (CAA) in 1981, Inyo Mono Advocates for Community Action, Inc. (IMACA) has tirelessly served the rural communities of Inyo and Mono counties. It has a tripartite Board of Directors consisting of 12 members, and its mission is to support, educate, empower, and advocate for vulnerable populations in our community.

With a focus on meeting individual and family needs for those with low incomes, IMACA has four departments:

- Family Services includes our California State and private preschools in Inyo and Mono counties. We also provide subsidized childcare in Mono County via the California Alternative Payment Program (CAPP).
- Food Assistance includes The Emergency Food Assistance Program (TEFAP), which provides food throughout both counties in 15 locations with the help of our partner, the Food Bank of Northern Nevada.
- Housing and Homeless Services includes an array of programs, such as rental assistance, affordable apartments in Bishop and Mammoth Lakes, transitional and rapid rehousing, emergency shelter, and street outreach.
- Energy Assistance includes the Low Income Home Energy Assistance Program (LIHEAP), which provides energy bill assistance, emergency heating and cooling appliance repair/replacement, and weatherization. The Department of Energy also grants funds for weatherization.

The purpose of the 2022-2023 Community Needs Assessment is to understand the challenges low-income households face in Inyo and Mono counties, and how IMACA can better serve them. The following assessment includes a community profile; IMACA's 2021 Community Needs Assessment Survey's methodology, key findings, and recommendations; and considerations for the agency.

## II. Community Profile

IMACA's two-county service area is relatively large and rural. Combined, the service area is approximately 13,000 square miles – 13 times larger than the state of Rhode Island. The area was historically resided by Native American tribes including Mono, Coso, Timbisha, Kawaiisu, and Southern Paiute. Currently, there are five federally recognized tribes in Inyo and two in Mono. It is important to note that most of the census tracts in the two counties have a hard-to-count index between 29 and 57, meaning that it is relatively difficult to obtain accurate data for these areas.

Inyo County is geographically unique as it encompasses truly diverse environments. It boasts the highest point in the contiguous United States (Mount Whitney) as well as the hottest and driest place in North America (Death Valley), and it hosts the oldest living things in the world – the Great Basin bristlecone pine trees. Inyo County thus experiences extremely hot summers and cold winters.

By square mileage, Inyo is the second largest county in California yet one of lowest in population. Based on the 2015-2019 American Community Survey (ACS) 5-Year Narrative Profile, it had a population of 17,977 people, and 9% were in poverty. An estimated 12% of children under 18 years were below the poverty level, compared with 6% of people 65 years old and over. Women made up 8,915 (49.6%) of the population versus men accounting for 9,062

(50.4%). A large proportion is made up of seniors aged 65 and older (23%). An estimated 20% of the population was under 18 years, 30% percent was 18 to 44 years, and the remaining 28% was 45 to 64 years. About 62% were White non-Hispanic and 22% were Hispanic, of which may be any race. Of those who reported one race, about 0.9% of the population were Black or African American, 11% American Indian and Alaska Native, 2% percent Asian, 0.2% Native Hawaiian and Other Pacific Islander, and 2.2% were some other race. Five percent reported two or more races. Bishop is its only incorporated city with 3,879 people based on the 2010 census.

Mono County is also popular for its environment. It lies north of Inyo and experiences extremely cold winters with mountains rising over 13,000 feet. Between 2015 and 2019, it had a population of 14,310 and about 12% were in poverty. Eighteen percent of children under 18 years and 8% of people aged 65 years and older were below the poverty level. There were 6,676 (46.7%) women and 7,634 (53.3%) men. Nineteen percent of the population was under 18 years, 39% was 18 to 44 years, 28% was 45 to 64 years, and 14% was 65 years and older. For people reporting one race alone, 83% were White, 0.8% were Black or African American, 4% were American Indian and Alaska Native, 3% were Asian, and 6% were some other race. About 4% percent reported two or more races, and 27% were Hispanic. Mammoth Lakes is its only incorporated city with a population of 8,234 based on the 2010 census.

Not unlike the rest of the world, unemployment for Inyo and Mono skyrocketed during COVID-19 lockdowns. The U.S. Bureau of Labor Statistics showed Inyo increasing from an unemployment rate of 4 in January 2020 to 14.9 by April 2020. As of April 2021, it reduced to 6. Mono increased from of 3.6 in January 2020 to a whopping 28.2 by April 2020, and reduced to 7.4 as of April 2021. Both counties rely heavily on the influx of tourists for funding; they are tourist economies. Aside from tourism, the top two industries in Inyo are educational services,

health care, and social assistance (24%); and arts, entertainment, recreation, accommodation, and food services (14%). Mono's top two industries are arts, entertainment, recreation, accommodation, and food services (41%), and educational services, health care, and social assistance (13%). Graphs for prevalent industries are in Appendix C as Figures 1 and 2.

### III. 2021 Community Needs Assessment Survey

IMACA conducted its 2021 Community Needs Assessment Survey to gather insight on the public's opinion of needed community services. It was available in English and Spanish, as hard copies, and online. Hard copies were distributed to each of our preschool families, along with paper flyers with survey links to our food clients. We created a pop-up on our website that would show survey links on the home page for all visitors. We also spread the word about the survey within our agency and to our community partners. As an incentive, we asked if respondents wanted to enter a drawing for a \$25 gift card and collected their contact information if yes.

The survey asked closed and open-ended questions about demographics, personal/family needs, and community needs. Needs were ranked by the number of times selected. In total, we received 77 responses. The top five personal needs identified were dental care (49%), medical care (47%), vision (40%), affordable housing (34%), and childcare (34%). For community needs, it asked respondents to rank each as Greatly Needed, Needed, Not Very Needed, or No Need At All. Interestingly, the top five Greatly Needed community needs were reflected in the opposite direction of personal and family needs: affordable housing (66%), affordable childcare (49%), healthcare services (47%), mental health services (42%), and dental care services (39%). Graph results are figures 3 and 4 in Appendix C. Because vision can be umbrellaed under healthcare, IMACA identified the top 5 needs for Inyo and Mono Counties before the Public Hearing:

1. There is a lack of affordable housing (community need)
2. There is a lack of affordable childcare providers (community need)
3. Families cannot afford healthcare services (family need)
4. Families cannot afford mental health services (family need)
5. Families cannot afford dental services (family need)

After the Public Hearing, the needs were prioritized and adapted as follows:

1. There is a lack of affordable housing (community need)
2. There is a lack of affordable childcare providers (community need)
3. It is difficult for people to connect with mental health services (family need)
4. Families cannot afford dental services (family need)
5. Families cannot afford healthcare services (family need)

Poverty-related needs call for a deeper look into their causes. A major aspect of dissecting causes of poverty is educational attainment. When looking at people aged 25 years and older, Inyo and Mono counties saw 89% with at least a high school degree, while 12% did not graduate. Mono had a slightly higher percentage (28%) of people with a bachelor's degree or higher compared to Inyo (27%). Stating education is important is an understatement. The higher the education, the more job opportunities become available and the more income tends to rise. Yet, many find it difficult to pursue higher education because they cannot afford it or because they simply do not think it is worth it. As one survey respondent said:

Although lots of jobs are always readily available here, the scope of those jobs is extremely limited, especially for educated and/or disabled folks. Hardly anything is available outside of entry level service work that is physically rigorous and/or dehumanizing and/or... requires a lot of equipment to telework and/or deeply unfulfilling and definitely isn't worth the time spent earning a degree.

Another cause of poverty is high living costs, particularly housing, due to the resort-like nature of the two counties. There is a lack of affordable housing across the board. According to the U.S. Census, “cost-burdened” households spend at least 30% of their income on housing. The 2015-2019 ACS found that cost-burdened households in Mono accounted for 31% of owners with a mortgage, 19% percent of owners without a mortgage, and 40% of renters. For Inyo, they accounted for 38% of owners with a mortgage, 13% of owners without a mortgage, and 43% of renters. Continuing our projects for affordable apartments is important now more than ever, and it may be worth considering transforming currently vacant buildings into potential housing units or shelters may. Spending so much income on housing leaves less money for other essentials, like childcare.

Affordable childcare is a key ingredient to rise out of poverty. When it gets too expensive for a family, there may be the argument that one parent stays home while the other works, but that means less income. For single parents and guardians, that is impossible. Many rely on relatives or friends for free or cheaper childcare while they work. While IMACA operates 6 preschools throughout the counties, the demand is still high, especially for older ages. One respondent stated:

Secure a facility where childcare providers come together to care for children rather than in their own home! Many people want to do childcare but don't want it in their own home.

This gives IMACA insight on what may work best for expanding childcare options: what ages should we serve and what type of facilities should we consider?

Even before COVID-19, many were struggling with their mental health. While there has been national progress towards de-stigmatizing mental health, rural areas see lower rates of people seeking needed services. Partly due to stigma and the fear that everyone will know about

it, partly due to lack of adequate services, and partly due to cost. With insurance, people only receive so many covered sessions. Without insurance, it is only another financial burden for those with low-incomes, and a burden that is not recognized as important as other life needs. Some people simply do not know where to go. According to the Western Interstate Commission for Higher Education's (WICHE's) Rural Mental Health: Challenges and Opportunities Caring for the Country (n.d.), there are three major challenges for mental health services in rural areas:

1. Accessibility – people in rural areas are, first of all, less likely to recognize their mental health issues; they tend to travel long distances to receive services; and they are less likely to be covered by insurance.
2. Availability – not only is there a lack of mental health providers, but specialty professionals are even more rare and require out of town travel, which is not unlike specialty medical and dental care.
3. Acceptability – not only is there the stigma of receiving mental healthcare, but most providers are trained on models that were developed for urban areas, not rural, which can create barriers between clients and the providers.

Healthcare and dental services are also not widely available. Most specialized services require clients to go out of town, which can be expensive on its own when considering gas, food, and lodging. Much of the population in both counties must drive a minimum of an hour for their dental and medical providers, particularly if they are on Medi-Cal and Denti-Cal. For those without their own vehicles, this puts preventative care even further on the backburner.

While these top five needs are not necessarily unique compared to other counties, IMACA's service area makes solution-finding unique.



#### IV. Agency Considerations

With these needs identified, IMACA must consider what capacity it has to meet them in its current state. Its last Strategic Plan is still in place until 2023; therefore, it may be best to re-evaluate the plan and consider how to integrate these new and not-so-new needs into it. One survey respondent stated:

We need to keep all [services] but they need to be more announced where people can see. Some don't read newspaper or go to doctor offices to see the flyers with assistance for some of these services. We need to have clinics willing to accept new patients, some don't. We need to give help to those who can't receive insurance. Mental health care and substance abuse services need to be announced more to community. Health care and dental care services are needed for people who don't have insurance or whose doctors are not accepting new patients.

It is important to think outside the box when addressing poverty in rural areas. Housing and homeless services would be more effective if clients were also connected with mental health care providers, but there must first be acceptance of that help and enough providers to commit as partners. Childcare providers need facilities to work out of rather than operating daycares out of their homes, and be willing to work during afterschool hours. For dental services, IMACA should consider coordinating community-wide events throughout each county wherein low-income folks and those without dental insurance can receive at least basic dental care. If IMACA has the capacity for addressing healthcare costs, it should at least consider acting as a resource guide for alternative payment methods or assistance programs.

No matter the program or service, they must be done with community collaboration as the foundation. IMACA must continue working closely with community entities alongside low-income people. This should be done via focused surveys, focus groups, and interviews – all with special attention to the most rural communities (northern Mono and Southern Inyo) to ensure

their voices are not erased or ignored. In addition, adopting the ROMA model and integrating it into the core of IMACA will greatly improve program efficiency and agency results.

2022/2023  
Community Needs Assessment and  
Community Action Plan

California Department of  
Community Services and Development

Community Services Block Grant



# Contents

Introduction.....	3
Purpose .....	3
Federal CSBG Programmatic Assurances and Certification.....	3
State Assurances and Certification .....	3
Compliance with CSBG Organizational Standards.....	4
What’s New For 2022/2023?.....	4
Checklist.....	6
Cover Page and Certification.....	7
Public Hearing(s).....	8
Part I: Community Needs Assessment .....	10
Community Needs Assessment Narrative .....	11
Community Needs Assessment Results.....	16
Part II: Community Action Plan.....	18
Vision and Mission Statement.....	18
Tripartite Board of Directors .....	19
Service Delivery System .....	20
Linkages and Funding Coordination.....	21
Monitoring.....	25
Data Analysis and Evaluation.....	26
Additional Information (Optional).....	27
State Assurances and Certification .....	31
Organizational Standards.....	32
Appendices.....	34

## Introduction

The Department of Community Services and Development (CSD) has developed the 2022/2023 Community Needs Assessment (CNA) and Community Action Plan (CAP) template for the Community Services Block Grant (CSBG) network. Each agency must submit a completed CAP, including a CNA to CSD on or before **June 30, 2021**. In an effort to reduce administrative burden during the Novel Coronavirus (COVID-19) pandemic, CSD has made changes to the CAP template. The changes are detailed below in the “What’s New for 2022/2023?” section. Provide all narrative responses in 12-point Arial font with 1.5 spacing. When the CNA and CAP are complete, they should not exceed 52 pages, excluding the appendices.

## Purpose

Public Law 105-285 (the CSBG Act) and the California Government Code require that CSD secure a CAP, including a CNA from each agency. Section 676(b)(11) of the CSBG Act directs that receipt of a CAP is a condition to receive funding. Section 12747(a) of the California Government Code requires the CAP to assess poverty-related needs, available resources, feasible goals and strategies that yield program priorities consistent with standards of effectiveness established for the program. Although CSD may prescribe statewide priorities or strategies that shall be considered and addressed at the local level, each agency is authorized to set its own program priorities in conformance to its determination of local needs. The CAP supported by the CNA is a two-year plan that shows how agencies will deliver CSBG services. CSBG funds are by their nature designed to be flexible. They shall be used to support activities that increase the capacity of low-income families and individuals to become self-sufficient.

## Federal CSBG Programmatic Assurances and Certification

The Federal CSBG Programmatic Assurances are found in section 676(b) of the CSBG Act. These assurances are an integral part of the information included in the CSBG State Plan. A list of the assurances that are applicable to CSBG agencies has been provided in the Federal Programmatic Assurances section of this template. CSBG agencies should review these assurances and certify that they are in compliance.

## State Assurances and Certification

As required by the CSBG Act, states are required to submit a State Plan as a condition to receive funding. Information provided in agencies’ CAPs will be included in the CSBG State Plan. Alongside Organizational Standards, the state will be reporting on [State Accountability Measures](#) in order to ensure accountability and program performance improvement. A list of the applicable State Assurances and the agency certification for them are found in the State Assurances section of this template.

## Compliance with CSBG Organizational Standards

As described in the Office of Community Services (OCS) [Information Memorandum \(IM\) #138 dated January 26, 2015](#), CSBG agencies will comply with implementation of the Organizational Standards. CSD has identified the Organizational Standards that are met through the completion of the CAP and the CNA. A list of Organizational Standards that will be met upon completion of the CAP can be found in the Organizational Standards section of this template. Agencies are encouraged to utilize this list as a resource when reporting on the Organizational Standards annually.

## What's New For 2022/2023?

**Two-Part Layout.** The 2022/2023 template has been divided into two parts:

Part I: Community Needs Assessment (CNA); and

Part II: Community Action Plan (CAP).

The CNA portion has sections for the needs assessment narrative and the results. Surveys and analysis documents may be attached as appendices. The CAP portion encompasses all the usual topics such as Vision and Mission Statement, Tripartite Board of Directors, Service Delivery System, Linkages, Monitoring, etc.

**Revised Public Hearing Section.** In addition to including the statute for the public hearing requirement, CSD has incorporated new guidelines for issuing the Notice of Public Hearing and the draft CAP, and documenting low-income testimony delivered at the public hearing. The Low-Income Testimony and Agency Response document will be required as an appendix. See the section on Public Hearing(s) for more details.

**CNA Helpful Resources.** Part I: Community Needs Assessment contains resources on conducting a needs assessment, influence of COVID-19 on the process, and updated links to state and national quantitative data sets.

**Revised and Reduced Narrative Sections.** Every effort has been made to reduce the administrative burden of conducting a CNA and preparing a CAP during an active pandemic. Although these tasks are fundamental to CSBG and should not be overlooked, CSD is aware of the reduced capacity and other circumstances under which many of the agencies are functioning. CSD has removed questions, utilized check boxes when possible, and made some questions optional. Many questions about the federal and state assurances have been removed. However, agencies are still required to certify that they are in compliance with the assurances. In the sections pertaining to the Tripartite Board of Directors and Linkages, for instance, agencies may indicate whether there are changes to the response in the 2020-2021 CAP or whether they would like CSD to accept the 2020-2021 CAP response without adaptations. Please keep in mind that these flexibilities are made because of the COVID-19 pandemic and may not be utilized in future years.

**Additional Information.** CSD has added a section to address disaster preparedness and agency capacity building. While this information is not directly mandated by statute, it is important to know agencies have disaster response plans in place and are making efforts to increase their own capacities. Responses to these questions are optional.

**Federal and State Assurances Certification.** Pertaining to the federal and state assurances, CSD removed questions where possible. If compliance to an assurance could be demonstrated without a narrative, the question was removed. However, agencies will still be required to certify that the Federal CSBG Programmatic Assurances and the State Assurances are being met. Agency certifications are found in those sections.

**CSBG State Plan References.** Information for the CSBG State Plan comes largely from CAPs submitted by agencies. To help agencies understand their roll in preparing the CSBG State Plan, CSD has indicated which questions contribute to the development of the annual CSBG State Plan.

## Checklist

- Cover Page and Certification**
- Public Hearing(s)**

### **Part I: Community Needs Assessment**

- Narrative**
- Results**

### **Part II: Community Action Plan**

- Vision Statement**
- Mission Statement**
- Tripartite Board of Directors**
- Service Delivery System**
- Linkages and Funding Coordination**
- Monitoring**
- Data Analysis and Evaluation**
- Additional Information (Optional)**
- Federal CSBG Programmatic Assurances and Certification**
- State Assurances and Certification**
- Organizational Standards**
- Appendices**



## **Public Hearing(s)**

California Government Code Section 12747(b)-(d)

### **State Statute Requirements**

As required by California Government Code Section 12747(b)-(d), agencies are required to conduct a public hearing for the purpose of reviewing the draft CAP. All testimony presented by low-income individuals and families during the public hearing shall be identified in the final CAP. Agencies shall indicate whether or not the concerns expressed by low-income individuals and families have been addressed. If an agency determines that any of the concerns have not been addressed in the CAP, the agency shall include in its response document, information about the concerns and comment as to their validity.

### **Public Hearing Guidelines**

#### **Notice of Public Hearing**

1. Notice of the hearing and comment period must be published at least 15 calendar days prior to the public hearing.
2. The notice may be published on the agency's website, Facebook page, social media channels, and/or in newspaper(s) of local distribution.
3. The notice must include information about the draft CAP; where members of the community may review, or how they may receive a copy of, the draft CAP; the dates of the comment period; where written comments may be sent; date, time, and location of the public hearing; and the agency contact information.
4. The comment period should be open for at least 15 calendar days prior to the hearing. Agencies may opt to extend the comment period for a selected number of days after the hearing.
5. The draft CAP must be made available for public review and inspection at least 30 days prior to the hearing. The draft CAP can be posted on the agency's website, Facebook page, social media channels, and distributed electronically or in paper format.
6. Attach a copy of the Notice(s) of Public Hearing as Appendix A to the final CAP.

#### **Public Hearing**

1. Agencies must conduct at least one public hearing on the draft CAP.
2. Public hearing(s) shall not be held outside of the service area(s).
3. Low-income testimony presented at the hearing or received during the comment period must be memorialized verbatim in the Low-Income Testimony and Agency's Response document and appended to the final CAP as Appendix B.
4. The Low-Income Testimony and Agency's Response document should include the name of low-income individual, his/her verbatim testimony, an indication of whether or not the need was addressed in the draft CAP, and the agency's response to the testimony if the concern was not addressed in the draft CAP.

### **Guidance for Public Hearings During COVID-19**

The COVID-19 pandemic poses unique challenges to fulfilling the public hearing requirement. CSD asks that agencies adhere to state and county public health guidance to slow the spread of the virus and ensure public safety. The health and safety of agency staff and the communities you serve is paramount. If a public hearing cannot be conducted in person, CSD encourages agencies to utilize other formats or methods that will still adhere to the state and county public health guidance. If conducting a public hearing through other formats or methods is still not possible, agencies must contact their Field Representative at CSD at least 30 days prior to the submission of the CAP for additional guidance. Agencies will be required to provide documentation to support their constraints to meet the public hearing requirement.

### **Public Hearing Report**

Date(s) of Public Hearing(s)	6/28/21
Location(s) of Public Hearing(s)	Zoom
Dates of the Comment Period(s)	6/23/21-6/28/21
Where was the Notice of Public Hearing published? (agency website, newspaper, social media channels)	Agency website and social media, local radio
Date the Notice(s) of Public Hearing(s) was published	6/23/21
Number of Attendees at the Public Hearing(s) (Approximately)	10

## Part I: Community Needs Assessment

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

### Helpful Resources

In 2011, NASCSP published a [Community Action to Comprehensive Community Needs Assessment Tool](#) that supports planning and implementing a comprehensive CNA. The tool lays out design choices, planning steps, implementation practices, analysis, and presentation options.

The National Community Action Partnership has [resources](#) such as an online Community Needs Assessment Tool and information about conducting a needs assessment during the COVID-19 pandemic. The Partnership also has a [Data Hub](#) designed specifically for the community needs assessment process.

To provide a comprehensive “picture” of the community needs in your service area(s), agencies will collect and analyze both quantitative and qualitative data. Links to several national and state quantitative data sets are given below. Local and agency data also provide information about the needs of the community.

National and State Data Sets			
U.S. Census Bureau <a href="#">Poverty Data</a>	U.S. Bureau of Labor Statistics <a href="#">Economic Data</a>	U.S. Department of Housing and Urban Development <a href="#">Housing Data &amp; Report</a>	U.S. Department of Health and Human Services <a href="#">Data Portal</a>
Baseline Census <a href="#">Data by County</a>	National Low-Income Housing Coalition <a href="#">Housing Needs by State</a>	National Center for Education Statistics <a href="#">IPEDS</a>	
California Department of Finance <a href="#">Demographics</a>	California Attorney General <a href="#">Access RSS Data</a>	California Department of Public Health <a href="#">Various Data Sets</a>	California Governor's Office <a href="#">Covid-19 Data</a>
California Department of Education <a href="#">School Data via DataQuest</a>		California Employment Development Department <a href="#">UI Data by County</a>	

# Community Needs Assessment Narrative

CSBG Act Sections 676(b)(3)(C), 676(b)(9)

Organizational Standards 1.1, 1.2, 2.2, 3.2, 3.3, 3.4

State Plan

1. How did the agency share the CAP, including the CNA, with the community, stakeholders, partner organizations? (Check all that apply.)

- The agency's website
- Posted on the agency's Facebook page
- Electronic reports were sent
- Printed copies were distributed
- Social media channels
- Other

2. Describe how your agency collected and included current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for your service area. (Organizational Standard 3.2, State Plan)

We utilized the 2015-2019 American Community Survey (ACS) 5-Year Narrative Profile, U.S. Bureau Labor of Statistics, U.S. Census information, our own Community Needs Assessment Survey, and the Assessment Tool by the Community Action Partnership. The ACS is conducted by the U.S. Census Bureau on a yearly basis and, due to its more detailed nature compared to the census, provides essential information on how communities are changing.

3. Describe the geographic location(s) that your agency is funded to serve. If applicable, include a description of the various pockets, high-need areas, or neighborhoods of poverty that are being served by your agency.

IMACA's two-county service area is relatively large and rural. Combined, the service area is approximately 13,000 square miles – 13 times larger than the state of Rhode Island. Currently, there are five federally recognized Native American tribes in Inyo and two in Mono. It is important to note that most of the two counties' census tracts have a hard-to-count index between 29 and 57.

Inyo County is geographically unique. By square mileage, it is the second largest county in California yet one of lowest in population with 17,977 people based on the 2015-2019 profile of the ACS. It encompasses truly diverse environments with extremely hot summers and cold winters. About 20% of the population was under 18 years, 28% was 45 to 64 years, and 23% was 65 years and older. Approximately 62% were White non-Hispanic and 22% were Hispanic, of which may be any race. Of those who reported one race, about 0.9% of the population were Black or African American, 11% American Indian and Alaska Native, 2% percent Asian, 0.2% Native Hawaiian and Other Pacific Islander, and 2.2% were some other race. 5% reported two or more races. Bishop is its only incorporated city with 3,879 people based on the 2010 census.

Mono County is also popular for its environment. It lies north of Inyo and experiences extremely

cold winters with its mountains rising well over 13,000 feet. Between 2015 and 2019, it had a total population of 14,310. Nineteen percent of the population was under 18 years, 28% was 45 to 64 years, and 14% was 65 years and older. For people reporting one race alone, 83% were White; 0.8% were Black or African American; 4% were American Indian and Alaska Native; 3% were Asian; and 6% were some other race. About 4% percent reported two or more races, and 27% were Hispanic. Mammoth Lakes is its only incorporated city with a population of 8,234 based on the 2010 census

4. Indicate from which sources your agency collected and analyzed quantitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

**Federal Government/National Data Sets**

- Census Bureau
- Bureau of Labor Statistics
- Department of Housing & Urban Development
- Department of Health & Human Services
- National Low-Income Housing Coalition
- National Center for Education Statistics
- Other online data resources
- Other

**California State Data Sets**

- Employment Development Department
- Department of Education
- Department of Public Health
- Attorney General
- Department of Finance
- State Covid-19 Data
- Other

**Surveys**

- Clients
- Partners and other service providers
- General public
- Staff
- Board members
- Private sector
- Public sector
- Educational institutions

**Local Data Sets**

- Local crime statistics
- High school graduation rate
- School district school readiness
- Local employers
- Local labor market
- Childcare providers
- Public benefits usage
- County Public Health Department
- Other

**Agency Data Sets**

- Client demographics
- Service data
- CSBG Annual Report
- Client satisfaction data
- Other

5. If you selected "Other" in any of the data sets in Question 4, list the additional sources.

Western Interstate Commission for Higher Education's (WICHE's) Rural Mental Health: Challenges and Opportunities Caring for the Country (n.d.)

6. Indicate the approaches your agency took to gather qualitative data for the CNA. (Check all that apply.) (Organizational Standard 3.3)

**Surveys**

- Clients
- Partners and other service providers
- General public
- Staff
- Board members
- Private sector
- Public sector
- Educational institutions

**Focus Groups**

- Local leaders
- Elected officials
- Partner organizations' leadership
- Board members
- New and potential partners
- Clients
- Staff

**Interviews**

- Local leaders
- Elected officials
- Partner organizations' leadership
- Board members
- New and potential partners
- Clients

**Community Forums**

**Asset Mapping**

**Other**

7. If you selected "Other" in Question 6, please list the additional approaches your agency took to gather qualitative data.

8. Describe your agency's analysis of the quantitative and qualitative data collected from low-income individuals and families. Include a description of the data collected. (Organizational Standards 1.1, 1.2, 3.3; State Plan)

We handed out surveys to each of our preschool families and paper flyers with survey links to our food clients. We created a pop-up on our website that would show survey links on the home page for all visitors. We also spread the word about the survey within our agency and to our community partners. As an incentive, we asked if respondents wanted to enter a drawing for a \$25 gift card and collected their contact information if they said yes.

The survey asked closed and open-ended questions about demographics, personal/family needs, and community needs. Needs were ranked by the number of times selected.

9. Summarize the data gathered from each sector of the community listed below and detail how your agency used the information to assess needs and resources in your agency's service area(s). Your agency must demonstrate that each sector was included in the needs assessment; A response for each sector is required. (CSBG Act Sections 676(b)(3)(C), 676(b)(9); Organizational Standard 2.2; State Plan)

A. Community-based organizations

IMACA works closely with community-based organizations (CBOs) to reduce the likelihood of duplicating services and strengthen provided services. The use of referrals and the Coordinated Homeless Entry Program help track such data.

B. Faith-based organizations

Faith-based organizations provide essential insight to low-income folks and people experiencing homelessness. For example, the Nazarene Church in Bishop has been a strong partner in our Safe Parking project by offering its parking lot at night as a safe option for people experiencing homelessness.

C. Private sector (local utility companies, charitable organizations, local food banks)

Sharing information with strong partnerships in the private sector is important for such a large and rural area. Our LIHEAP program works closely with utility companies to ensure energy bills are paid. Southern California Edison and LA's Department of Water and Power were highly proactive during peak COVID-19 to help in any way they can. The Food Bank of Northern Nevada, a member of Feeding America, also began providing our food bank with more food during COVID-19.

D. Public sector (social services departments, state agencies)

Most of our quantitative data comes from the federal and state government via web. We also connect closely with county departments for local information regarding important demographic shifts and community needs, as well as policy changes that affect target populations.

E. Educational institutions (local school districts, colleges)

As a childcare provider via our preschools, we consistently gather feedback from parents and staff regarding needs and satisfaction.

10. "Causes of poverty" are the negative factors that create or foster barriers to self-sufficiency and/or reduce access to resources in communities in which low-income individuals live. After review and analysis of the data, describe the causes of poverty in your agency's service area(s). (Organizational Standard 3.4, State Plan)

Nine percent of Inyo County's population were in poverty during the ACS 2015-2019 profile. An estimated 12% of children under 18 were below the poverty level, compared with 6% of people 65 years old and over. About 12% of Mono's population were in poverty, with 18% of children under 18 were below the poverty level and 8% of people aged 65 years and older.

A major aspect to look at when dissecting causes of poverty is educational attainment. Inyo and Mono counties saw 89% of their population aged 25 years and older with at least a high school degree, while 12% did not graduate. Mono had a slightly higher percentage (28%) of people with a bachelor's degree or higher compared to Inyo (27%).

Another cause of poverty is high living costs, particularly housing, due to the resort-like nature of the two counties. There is a lack of affordable housing across the board. Households that spend

30% or more of their income on housing are considered cost-burdened. The ACS found that cost-burdened households in Mono accounted for 31% of owners with a mortgage, 19% percent of owners without a mortgage, and 40% of renters. For Inyo, they accounted for 38% of owners with a mortgage, 13% of owners without a mortgage, and 43% of renters.

11. “Conditions of poverty” are the negative environmental, safety, health and/or economic conditions that may reduce investment or growth in communities where low-income individuals live. After review and analysis of the data, describe the conditions of poverty in your agency’s service area(s). (Organizational Standard 3.4, State Plan)

Stating education is important is an understatement. The higher the education, the more job opportunities become available and the more income tends to rise. When in poverty, you spend more and more of your income on housing, especially as the market increases, and thus worry about other essential costs such as healthcare, food, and utilities. Healthcare, mental health care, and dental services are not widely available. Most specialized services require clients to go out of town, which can be expensive on its own when considering gas, food, and lodging. Much of the population in both counties must drive a minimum of an hour for their dental and medical providers, particularly if they are on Medi-Cal and Denti-Cal. For those without their own vehicles, this puts preventative care even further on the backburner. This also holds true for mental health care services, which comes with stigma. As complex as these services can be, it is important that IMACA work closely with local agencies, providers, and low-income folks in discussing solutions.

12. Describe your agency’s approach or system for collecting, analyzing, and reporting customer satisfaction data to the governing board. (Organizational Standard 6.4, State Plan)

- No change to the response in your agency’s 2020-2021 CAP.
- Adaptations to the response in your agency’s 2020-2021 CAP are described below.



# Community Needs Assessment Results

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

**Table 1: Needs Table**

Complete the table below. Insert a row if additional space is needed.

Needs Identified	Level	Integral to Agency Mission (Y/N)	Currently Addressing (Y/N)	Agency Priority (Y/N)
There is a lack of affordable housing.	Community	Y	Y	Directly
There is a lack of affordable childcare providers.	Community	Y	Y	Directly
Families cannot afford healthcare services.	Family	Y	Y	Indirectly
It is difficult for people to connect with mental health services.	Family	Y	N	Indirectly
Families cannot afford dental services.	Family	Y	Y	Directly

**Needs Identified:** List the needs identified in your most recent CNA.

**Level:** List the need level, i.e. community or family. Community Level: Does the issue impact the community, not just clients or potential clients of the agency? For example, a community level employment need is: There is a lack of good paying jobs in our community. Family Level: Does the need concern individuals/families who have identified things in their own life that are lacking? An example of a family level employment need would be: Individuals do not have good paying jobs.

**Integral to Agency Mission:** Indicate if the identified need aligns with your agency’s mission.

**Currently Addressing:** Indicate if your agency is already addressing the identified need.

**Agency Priority:** Indicate if the identified need will be addressed either directly or indirectly.

**Table 2: Priority Ranking Table**

Prioritize all needs identified as an agency priority in Table 1. Insert a row if additional space is needed.

Agency Priorities	Description of programs, services, activities	Indicator(s)/Service(s) Category (CNPI, FNPI, SRV)
1. There is a lack of affordable housing.	Affordable housing, rental assistance, transitional and rapid rehousing, emergency shelter, and street outreach.	FNPI, SRV
2. There is a lack of affordable childcare providers.	Subsidized childcare program, state and private preschools, and summer childcare program.	FNPI, SRV
3. It is difficult for people to connect with mental health services.	Under development particularly for our housing and homeless department.	FNPI, SRV
4. Families cannot afford dental services.	Community-wide free dental event(s) in Inyo and Mono counties; still under development.	FNPI, SRV
5. Families cannot afford healthcare services.	Low-income seniors in our apartment complex are offered to be paired with a home healthcare provider if desired. Other projects are under development.	FNPI, SRV
<p><b>Agency Priorities:</b> Rank your agency priorities.</p> <p><b>Description of programs, services, activities:</b> Briefly describe the program, services or activities that your agency will provide to address the need. Identify the number of clients to be served or the number of units offered, including timeframes for each.</p> <p><b>Indicator/Service Category (CNPI, FNPI, SRV):</b> List the indicator(s) or service(s) that will be reported in annual report.</p>		

## Part II: Community Action Plan

CSBG Act Section 676(b)(11)

California Government Code Sections 12745(e), 12747(a)

California Code of Regulations, Title 22, Division 11, Chapter 1, Sections 100651 and 100655

### Vision and Mission Statement

#### 1. Provide your agency's Vision Statement.

Be a respected partner in meeting the needs of low-income families in the struggle to eliminate poverty in alliance with other organizations and agencies.

#### 2. Provide your agency's Mission Statement.

It is our mission to support, educate, empower, and advocate for vulnerable populations in our community.

## Tripartite Board of Directors

CSBG Act Sections 676B(a); 676(b)(10)

California Code of Regulations, Title 22, Division 11, Chapter 1, Section 100605

State Plan

1. Describe how your Advisory or Governing Board is involved in the decision-making process and participates in the development, planning, implementation and evaluation of programs to serve low-income communities. (CSBG Act Section 676B(a))

No change to the response in your agency's 2020-2021 CAP.

Adaptations to the response in your agency's 2020-2021 CAP are described below.

2. Describe your agency's procedures under which a low-income individual, community organization, religious organization, or representative of low-income individuals that considers its organization or low-income individuals to be inadequately represented on your agency's board to petition for adequate representation. (CSBG Act Section 676(b)(10), State Plan)

No change to the response in your agency's 2020-2021 CAP.

Adaptations to the response in your agency's 2020-2021 CAP are described below.

3. Describe your Advisory or Governing Board's policy for filling board vacancies in accordance with established bylaws. Include the recruiting process, democratic selections process for low-income board members, and the timeframe established by your agency to fill vacancies. (State Plan)

No change to the response in your agency's 2020-2021 CAP.

Adaptations to the response in your agency's 2020-2021 CAP are described below.

## Service Delivery System

CSBG Act Section 676(b)(3)(A)

State Plan

1. Describe your agency's service delivery system. Include a description of your client intake process or system and specify whether services are delivered via direct services or subcontractors, or a combination of both. (CSBG Act Section 676(b)(3)(A), State Plan)

Most clients are directed by our receptionist to the appropriate agency department. All programs require an application that verifies income eligibility except for The Emergency Food Program (TEFAP). TEFAP only requires completion of an intake form wherein the client self-certifies they fall within income guidelines. Services are mostly delivered directly. Wood deliveries and some weatherization jobs require separate vendors to execute the services, and our subsidized childcare program works with daycare providers for eligible clients.

2. List your agency's proposed programs/services/activities that will be funded by CSBG. Include a brief explanation as to why these were chosen and how they relate to the CNA. (CSBG Act Section 676(b)(3)(A), State Plan)

Program activities that are typically funded by CSBG include TEFAP, preschool, and housing. While food assistance was not identified as a top need, 53% of respondents indicated it was Needed (compared to 31% Greatly Needed). This suggests we are alleviating hunger and food insecurity through direct service delivery via TEFAP. Our preschools – both state and private – make great strides to meet the need for youth supervision by providing safe and affordable childcare. Providing emergency shelter meets immediate needs for folks experiencing homelessness, and we operate affordable apartments in Mammoth Lakes and Bishop.

To meet the identified needs in the CNA, CSBG funds will be used to coordinate a community-wide event for low-income households to receive needed dental care. This will be a large collaborative effort between IMACA, county departments, and dental providers.

## Linkages and Funding Coordination

CSBG Act Sections 676(b)(1)(B) and (C), (3)(C) and (D), 676(b)(4), (5), (6), and (9)

California Government Code Sections 12747, 12760

Organizational Standards 2.1, 2.4

State Plan

1. Describe how your agency coordinates funding with other providers in your service area. If there is a formalized coalition of social service providers in your service area, list the coalition(s) by name and methods used to coordinate services/funding. (CSBG Act Sections 676(b)(1)(C), 676(b)(3)(C); Organizational Standard 2.1; State Plan)

IMACA is a partner of the Eastern Sierra Continuum of Care, which is a coalition of service providers in Alpine, Inyo, and Mono counties dedicated to ending the cycle of homelessness. It is funded by the U.S. Department of Housing and Urban Development (HUD) and by the state of California.

During COVID-19, IMACA received funds for emergency safe parking in Bishop. IMACA worked closely with the City of Bishop and Inyo County Health and Human Services (HHS) during this project, as it does with other housing projects. Mono HHS has also been a great partner with COVID-19-related food deliveries and general food distributions overall during this past year.

First 5 programs for various counties support preschools, families with newborns, childcare facilities, and home childcare providers. IMACA's subsidized childcare program partners with First 5 Mono County and Mono County Office of Education to support home childcare providers and childcare facilities. IMACA's Preschools partner with First 5 Inyo County and the Inyo County Office of Education.

2. Provide information on any memorandums of understanding and/or service agreements your agency has with other entities regarding coordination of services/funding. (Organizational Standard 2.1, State Plan)

IMACA has formal and informal connections with other service providers across both counties. Under LIHEAP, IMACA enters an annual MOU with a wood vendor, but it is more for accountability than coordination of services. We also have an MOU with Wild Iris, a family counseling and crisis center, for coordination of services.

3. Describe how services are targeted to low-income individuals and families and indicate how staff is involved, i.e. attend community meetings, provide information, make referrals, etc. Include how you ensure that funds are not used to duplicate services. (CSBG Act Section 676(b)(9), California Government Code Section 12760, State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

4. Describe how your agency will leverage other funding sources and increase programmatic and/or organizational capacity. (California Government Code Section 12747, State Plan)

As part of our Strategic plan, which is active until 2023, IMACA will increase overall Agency funding by 25% during the five-year planning period by:

1. Diversify funding stream with new sources of revenue (may include contracting with Inyo and Mono Counties for delivery of some services)
2. Increase existing sources of funding in program areas and develop new fundraising activities
3. Increase funding for Food Program and reduce CSBG contribution by 50% over the planning period

IMACA's leadership and staff will continue seeking funding opportunities through grants and projects that align with our mission.

5. Describe your agency's contingency plan for potential funding reductions. (California Government Code Section 12747, State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

6. Describe how your agency documents the number of volunteers and hours mobilized to support your activities. (Organizational Standard 2.4)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

7. Describe how your agency will address the needs of youth in low-income communities through youth development programs and promote increased community coordination and collaboration in meeting the needs of youth. (CSBG Act Section 676(b)(1)(B), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
- Adaptations to the response in your agency's 2020-2021 CAP are described below.

The loss of our Head Start grant was a huge change to our preschools due to the comprehensive nature of the program. The Family Advocate would help families track the children's health and dental needs, set goals, and link them with needed resources and services. The Education and Disabilities Manager would work closely with teachers, a psychologist, and families to track developmental growth. While our current preschool staff have gone above and beyond to continue providing resources and referrals, and tracking developmental growth with the help of county departments, our capabilities are otherwise limited until we can secure other funds.

8. Describe how your agency will promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs such as the establishment of violence-free zones, youth mediation, youth mentoring, life skills training, job creation, entrepreneurship programs, after after-school child care. (CSBG Act Section 676(b)(1)(B), State Plan)

No change to the response in your agency's 2020-2021 CAP.

Adaptations to the response in your agency's 2020-2021 CAP are described below.

9. If your agency uses CSBG funding to provide employment and training services, describe the coordination of employment and training activities as defined in Section 3 of the Workforce and Innovation and Opportunity Act [29 U.S.C. 3102]. (CSBG Act Section 676(b)(5), State Plan)

N/A

10. Describe how your agency will provide emergency supplies and services, nutritious foods, and related services, as may be necessary, to counteract conditions of starvation and malnutrition among low-income individuals. (CSBG Act Section 676(b)(4), State Plan)

No change to the response in your agency's 2020-2021 CAP.

Adaptations to the response in your agency's 2020-2021 CAP are described below.

11. Describe how your agency coordinates with other antipoverty programs in your area, including the emergency energy crisis intervention programs under title XVI (relating to low-income home energy assistance) that are conducted in the community. (CSBG Act Section 676(b)(6), State Plan)



- No change to the response in your agency's 2020-2021 CAP.
  - Adaptations to the response in your agency's 2020-2021 CAP are described below.
- 

12. Describe how your agency will use funds to support innovative community and neighborhood-based initiatives, which may include fatherhood and other initiatives, with the goal of strengthening families and encouraging effective parenting. (CSBG Act Section 676(b)(3)(D), State Plan)

- No change to the response in your agency's 2020-2021 CAP.
  - Adaptations to the response in your agency's 2020-2021 CAP are described below.
-

## Monitoring

CSBG Act Section 678D(a)(1)(A) and (B)

1. Describe how your agency's monitoring activities are related to establishing and maintaining the integrity of the CSBG program. Include your process for maintaining high standards of program and fiscal performance.

Program managers report progress to the Board of Directors on a bi-monthly basis. The managers routinely meet once a month or more with finance staff to review budgets. Depending on the program, managers meet with staff weekly or bi-weekly to ensure policies and any changes are being adhered to. With a new ROMA Implementer, IMACA will be implementing the ROMA model into new and existing programs. We also report annually via the CSBG report.

2. If your agency utilizes subcontractors, please describe your process for monitoring the subcontractors. Include the frequency, type of monitoring, i.e., onsite, desk review, or both, follow-up on corrective action, and issuance of formal monitoring reports.

## Data Analysis and Evaluation

CSBG Act Section 676(b)(12)

Organizational Standards 4.2, 4.3

1. Describe your agency's method for evaluating the effectiveness of programs and services. Include information about the types of measurement tools, the data sources and collection procedures, and the frequency of data collection and reporting. (Organizational Standard 4.3)

The CSBG Annual Report provides an opportunity for all programs to see how they connect on a grander scale – how IMACA is an agent for change in our communities. By collecting data throughout the year in data systems such as ServTraq and Coordinated Entry, we routinely pull reports to assess any trends that are emerging. We report to the Board bi-monthly.

2. Applying the Results Oriented Management and Accountability (ROMA) cycle of assessment, planning, implementation, achievement of results, and evaluation, describe one change your agency made to improve low-income individuals' and families' capacity for self-sufficiency. (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

No change to the response in your agency's 2020-2021 CAP.

Adaptations to the response in your agency's 2020-2021 CAP are described below.

With a new ROMA Implementer, IMACA will be gradually implementing the ROMA model into existing programs. When new programs are created, relevant staff will take special care to ensure ROMA principles are the foundation of its activities.

3. Applying the full ROMA cycle, describe one change your agency facilitated to help revitalize the low-income communities in your agency's service area(s). (CSBG Act Section 676(b)(12), Organizational Standard 4.2) (Optional)

## Additional Information (Optional)

### Disaster Preparedness

1. Does your agency have a disaster plan in place that includes strategies on how to remain operational and continue providing services to low-income individuals and families during and following a disaster?
<input type="checkbox"/> Yes <input type="checkbox"/> No
2. If so, when was the disaster plan last updated?
3. Briefly describe your agency's main strategies to remain operational during and after a disaster.

### Agency Capacity Building

1. Although the CNA focused on Community and Family Level needs, if your agency identified Agency Level need(s) during the CNA process, list them here.
2. Describe the steps your agency is planning to take to address the Agency Level need(s).

# Federal CSBG Programmatic Assurances and Certification

CSBG Act 676(b)

## Use of CSBG Funds Supporting Local Activities

**676(b)(1)(A):** The state will assure “that funds made available through 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 title IV of the Social Security Act, 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 (particularly for families and individuals who are attempting to transition off a State program carried out underpart 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 community, which may include 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 individual and family needs;
  - vii. to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots
  - viii. 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 wide-spread 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;

## Needs of Youth

**676(b)(1)(B)** The state will assure “that funds made available through grant or allotment will be used – (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 childcare programs.

## **Coordination of Other Programs**

**676(b)(1)(C)** The state will assure “that funds made available through grant or allotment will be used – (C) to make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including state welfare reform efforts)

## **Eligible Entity Service Delivery System**

**676(b)(3)(A)** Eligible entities will describe “the service delivery system, for services provided or coordinated with funds made available through grants made under 675C(a), targeted to low-income individuals and families in communities within the state;

## **Eligible Entity Linkages – Approach to Filling Service Gaps**

**676(b)(3)(B)** Eligible entities will describe “how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations.”

## **Coordination of Eligible Entity Allocation 90 Percent Funds with Public/Private Resources**

**676(b)(3)(C)** Eligible entities will describe how funds made available through grants made under 675C(a) will be coordinated with other public and private resources.”

## **Eligible Entity Innovative Community and Neighborhood Initiatives, Including Fatherhood/Parental Responsibility**

**676(b)(3)(D)** Eligible entities will describe “how the local entity will use the funds [made available under 675C(a)] to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging parenting.”

## **Eligible Entity Emergency Food and Nutrition Services**

**676(b)(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.”

## **State and Eligible Entity Coordination/linkages and Workforce Innovation and Opportunity Act Employment and Training Activities**

**676(b)(5)** An assurance “that the State and 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, and [describe] how the State and the eligible entities will coordinate the provision of employment and training activities, as defined in section 3 of the Workforce Innovation and Opportunity Act, in the State and in communities with entities providing activities through statewide and local workforce development systems under such Act.”

## **State Coordination/Linkages and Low-income Home Energy Assistance**

**676(b)(6)** “[A]n 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 (relating to low-income home energy assistance) are conducted in such community.”

## **Community Organizations**

**676(b)(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.”

### **Eligible Entity Tripartite Board Representation**

**676(b)(10)** “[T]he 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.”

### **Eligible Entity Community Action Plans and Community Needs Assessments**

**676(b)(11)** “[A]n 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 service block grant made under this subtitle 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 serviced, which may be coordinated with the community needs assessment conducted for other programs.”

### **State and Eligible Entity Performance Measurement: ROMA or Alternate System**

**676(b)(12)** “[A]n 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 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and [describe] outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.”

### **Fiscal Controls, Audits, and Withholding**

**678D(a)(1)(B)** An assurance that cost and accounting standards of the Office of Management and Budget (OMB) are maintained.

- By checking this box and signing the Cover Page and Certification, the agency’s Executive Director and Board Chair are certifying that the agency meets the assurances set out above.**

## State Assurances and Certification

California Government Code Sections 12747(a), 12760, 12768

[California Government Code § 12747\(a\)](#): Community action plans shall provide for the contingency of reduced federal funding.

[California Government Code § 12760](#): CSBG agencies funded under this article shall coordinate their plans and activities with other agencies funded under Articles 7 (commencing with Section 12765) and 8 (commencing with Section 12770) that serve any part of their communities, so that funds are not used to duplicate particular services to the same beneficiaries and plans and policies affecting all grantees under this chapter are shaped, to the extent possible, so as to be equitable and beneficial to all community agencies and the populations they serve.

### **For MSFW Agencies Only**

[California Government Code § 12768](#): Migrant and Seasonal Farmworker (MSFW) entities funded by the department shall coordinate their plans and activities with other agencies funded by the department to avoid duplication of services and to maximize services for all eligible beneficiaries.

- By checking this box and signing the Cover Page and Certification, the agency's Executive Director and Board Chair are certifying the agency meets assurances set out above.**



## Organizational Standards

### MAXIMUM FEASIBLE PARTICIPATION

#### Category One: Consumer Input and Involvement

**Standard 1.1** The organization/department demonstrates low-income individuals' participation in its activities.

**Standard 1.2** The organization/department analyzes information collected directly from low-income individuals as part of the community assessment.

#### Category Two: Community Engagement

**Standard 2.1** The organization/department has documented or demonstrated partnerships across the community, for specifically identified purposes; partnerships include other anti-poverty organizations in the area.

**Standard 2.2** The organization/department utilizes information gathered from key sectors of the community in assessing needs and resources, during the community assessment process or other times. These sectors would include at minimum: community-based organizations, faith-based organizations, private sector, public sector, and educational institutions.

**Standard 2.4** The organization/department documents the number of volunteers and hours mobilized in support of its activities.

#### Category Three: Community Assessment

**Private Agency - Standard 3.1** Organization conducted a community assessment and issued a report within the past 3 years.

**Public Agency - Standard 3.1** The department conducted or was engaged in a community assessment and issued a report within the past 3-year period, if no other report exists.

**Standard 3.2** As part of the community assessment, the organization/department collects and includes current data specific to poverty and its prevalence related to gender, age, and race/ethnicity for their service area(s).

**Standard 3.3** The organization/department collects and analyzes both qualitative and quantitative data on its geographic service area(s) in the community assessment.

**Standard 3.4** The community assessment includes key findings on the causes and conditions of poverty and the needs of the communities assessed.

**Standard 3.5** The governing board or tripartite board/advisory body formally accepts the completed community assessment.

## VISION AND DIRECTION

### Category Four: Organizational Leadership

**Private Agency - Standard 4.1** The governing board has reviewed the organization's mission statement within the past 5 years and assured that:

- 1.The mission addresses poverty; and
- 2.The organization's programs and services are in alignment with the mission.

**Public Agency - Standard 4.1** The tripartite board/advisory body has reviewed the department's mission statement within the past 5 years and assured that:

- 1.The mission addresses poverty; and
- 2.The CSBG programs and services are in alignment with the mission.

**Standard 4.2** The organization's/department's Community Action Plan is outcome-based, anti-poverty focused, and ties directly to the community assessment.

**Standard 4.3** The organization's/department's Community Action Plan and strategic plan document the continuous use of the full Results Oriented Management and Accountability (ROMA) cycle or comparable system (assessment, planning, implementation, achievement of results, and evaluation). In addition, the organization documents having used the services of a ROMA-certified trainer (or equivalent) to assist in implementation.

### Category Six: Strategic Planning

**Standard 6.4** Customer satisfaction data and customer input, collected as part of the community assessment, is included in the strategic planning process, or comparable planning process.

## Appendices

Please complete the table below by entering the title of the document and its assigned appendix letter. Agencies must provide a copy of the Notice(s) of Public Hearing and the Low-Income Testimony and the Agency's Response document as appendices A and B, respectively. Other appendices such as need assessment surveys, maps, graphs, executive summaries, analytical summaries are encouraged. All appendices should be labeled as an appendix (e.g., Appendix A: Copy of the Notice of Public Hearing) and submitted with the CAP.

Document Title	Appendix Location
Copy of the Notice(s) of Public Hearing	A
Low-Income Testimony and Agency's Response	B
Community Needs Assessment Survey Graphs	C
Statement of Board Acceptance	D

## V. Appendices



### Appendix A: Notices of Public Hearing

#### Public Hearing

[View Report](#)

[Campaign Preview](#) [HTML Source](#) [Plain-Text Email](#) [Details](#)

Campaign URL	<a href="https://mailchi.mp/bf9f0829d1ac/imaca-public-hearing">https://mailchi.mp/bf9f0829d1ac/imaca-public-hearing</a> <a href="#">Edit</a>
Delivery date & time	Wed, Jun 23, 2021 3:38 pm
From name	IMACA
From email	info@imaca.net
Subject line	IMACA Public Hearing
Preview text	Join us for a discussion about our community needs!
Recipients	Sent to audience: Inyo Mono Advocates for Community Action, Inc. (IMACA)




 **IMACA added an event.**  
4d · 





**MON, JUN 28**  
**IMACA Public Hearing**  
1 Went · 3 Interested

29 People Reached      2 Engagements      **Boost Unavailable**

 1

 Like       Comment       Share

 Comment as IMACA         

Press Enter to post.

#### Latest News

From COVID-19 changes to community read our new blog to stay updated on IM



**IMACA**  
Inyo Mono Advocates for Community Action

**News**  
**2022-2023 Community Action Plan**

Join us! 6/28/21 As part of our community needs assessment (CNA) and community action plan (CAP), IMACA invites you...

23 Jun

## Appendix B: Low-Income Testimony and Agency's Response

Low-income testimony was given by Valerie Goodwin. It was noted verbatim in the public hearing minutes and below.

Valerie Goodwin, IMACA's Low-Income/Retired Board Member, said:

Earlier in the conversation, I just wanted to ask you if transportation was mentioned as part of this assessment – because we have such a rural area in both counties – and the importance of why we need these services? Because a lot of people in need don't have the transportation, let alone the money to do all the things that might be needed, like to go out of town or they don't have the insurance. And in that category I'm thinking, not only of the homeless people, but I'm also thinking about the senior citizen community as well.

The need for transportation was addressed indirectly when discussing mental health, dental, and healthcare services in the assessment and public hearing. However, it was not identified as a top need by IMACA due to a lower selection rate in the survey, which was explained to Valerie.

## Appendix C: Community Needs Assessment Survey Graphs

	Percent
Agriculture, forestry, fishing and hunting, and mining	4.5
Construction	10.5
Manufacturing	2.9
Wholesale trade	1.4
Retail trade	10.5
Transportation and warehousing, and utilities	8.0
Information	1.6
Finance and insurance, and real estate and rental and leasing	4.2
Professional, scientific, and management, and administrative and waste management services	4.3
Educational services, and health care and social assistance	24.0
Arts, entertainment, and recreation, and accommodation, and food services	14.4
Other Services, except public administration	3.8
Public administration	9.9

*Figure 1 Inyo County Industries – U.S. Census Bureau 2015-2019 ACS 5-Year Narrative Profile for Inyo County, California*

	Percent
Agriculture, forestry, fishing and hunting, and mining	2.3
Construction	7.2
Manufacturing	2.8
Wholesale trade	0.1
Retail trade	9.6
Transportation and warehousing, and utilities	2.2
Information	1.2
Finance and insurance, and real estate and rental and leasing	6.7
Professional, scientific, and management, and administrative and waste management services	8.3
Educational services, and health care and social assistance	12.7
Arts, entertainment, and recreation, and accommodation, and food services	40.5
Other Services, except public administration	3.0
Public administration	3.3

Figure 2 Mono County Industries – U.S. Census Bureau 2015-2019 ACS 5-Year Narrative Profile for Mono County, California

ANSWER CHOICES	RESPONSES	
▼ Dental care and/or insurance	48.94%	23
▼ Medical care and/or insurance	46.81%	22
▼ Vision care and/or insurance	40.43%	19
▼ Affordable housing	34.04%	16
▼ Childcare	34.04%	16
▼ Housing repairs	27.66%	13
▼ Food assistance	21.28%	10
▼ Utility assistance	21.28%	10
▼ 0-5 education	21.28%	10
▼ Disability services	19.15%	9
▼ Housing loans	19.15%	9
▼ K-12 education	19.15%	9
▼ Mental health care/services	17.02%	8
▼ Parenting classes	12.77%	6
▼ Legal services	10.64%	5
▼ Clothing assistance	10.64%	5
▼ Adult education	10.64%	5
▼ Planning (goal-setting, financial budgeting, etc.)	10.64%	5
▼ Prescription assistance	8.51%	4
▼ Family counseling	8.51%	4
▼ Transportation	6.38%	3
▼ Senior services (food, long-term care, caregiving, elder abuse, etc.)	4.26%	2
▼ Housing handicap access or modification	2.13%	1
▼ Employment services (training, opportunities, interview/resume resources, etc.)	2.13%	1
▼ English as a second language (ESL) classes	2.13%	1
▼ Domestic violence services - partner or child abuse	2.13%	1
▼ Caregiver support	2.13%	1
▼ Substance abuse services	0.00%	0
▼ Hospice care	0.00%	0
▼ Veteran services	0.00%	0
<b>Total Respondents: 47</b>		

Figure 3 IMACA 2021 Community Needs Assessment Survey - Personal and Family Needs Results



	GREATLY NEEDED	NEEDED	NOT VERY NEEDED	NO NEED AT ALL	TOTAL
▼ Affordable Housing	65.63% 42	25.00% 16	4.69% 3	4.69% 3	64
▼ Affordable Childcare	49.18% 30	34.43% 21	11.48% 7	4.92% 3	61
▼ Healthcare Services	46.67% 28	41.67% 25	8.33% 5	3.33% 2	60
▼ Mental Health Care Services	41.67% 25	48.33% 29	6.67% 4	3.33% 2	60
▼ Dental Care Services	39.34% 24	47.54% 29	9.84% 6	3.28% 2	61
▼ Job Opportunities	36.51% 23	46.03% 29	15.87% 10	1.59% 1	63
▼ Job Training (interviewing skills, resume writing, etc.)	33.90% 20	50.85% 30	13.56% 8	1.69% 1	59
▼ Homeless Services	31.15% 19	32.79% 20	31.15% 19	4.92% 3	61
▼ Substance Abuse Services	32.20% 19	47.46% 28	15.25% 9	5.08% 3	59
▼ Food Assistance	30.51% 18	52.54% 31	13.56% 8	3.39% 2	59
▼ Family Support (counseling, parenting classes, etc.)	30.00% 18	53.33% 32	13.33% 8	3.33% 2	60
▼ Disability Services	28.33% 17	51.67% 31	16.67% 10	3.33% 2	60
▼ Supportive Education (dropout prevention, tutoring, financial aid, etc.)	27.12% 16	54.24% 32	16.95% 10	1.69% 1	59
▼ Internet Accessibility	25.00% 15	53.33% 32	18.33% 11	3.33% 2	60

Figure 4 IMACA 2021 Community Needs Assessment Survey - Community Needs Results



**Board of Directors**  
**Inyo Mono Advocates for Community Action**  
**137 East South Street Bishop, CA 93514**

**Minutes of Special Board meeting held June 29, 2021 – Approval of CNA and CAP**

**I. CALL TO ORDER** – Carolyn Balliet called the meeting to order at 2:04PM. A quorum was established.

**ROLL CALL**

Board Members Present by phone/Zoom conferencing: Carolyn Balliet, Jeff Griffiths, Valerie Goodwin, Ardis Hitchborn, Rhonda Duggan, Jimmy Lee, Maureen McGlinchy, Olivia Moreno

Board Members Excused: Sherry O’Connell, John Peters, Adelina Rico, Sean Dougherty

Staff Present: Lisa Slaugh, Interim Executive Director/Controller; Stephanie Nelligan, Clerk of the Board; Anna Huston, Community Services Manager

**II. PUBLIC COMMENT** – None

**III. DEPARTMENTAL ACTION REQUEST** (Presented by appropriate staffperson)

**A. Requesting Board Approval of the IMACA Community Need Assessment (CNA) and Community Action Plan (CAP)**

Anna Huston started the meeting by thanking everyone for coming knowing that it is a short notice, but we need to get this done because it is due tomorrow, June 30, 2021. Hopefully, everyone has read through these plans, does anyone have any comments? Carolyn Balliet spoke about the Public Hearing meeting yesterday and thought it was really a good meeting. The input from Stephany Mejia, the Mono County Behavioral Health employee from the Walker area, was really good. April Powell, our Homeless and Housing Manager, also called in to discuss with her the needs in Inyo and Mono Counties. Carolyn Balliet also thanked Anna Huston for getting all of this together and appreciated all her hard work. Lisa Slaugh then spoke to mention that her and Anna were talking yesterday after the Public Hearing meeting, if there is a way to have this type of meeting with the other outside agencies once or twice a year to get more of the stake holders input on how we are doing and what we can try to do to assist our communities. Carolyn said when she was talking to Sherry McConnell with Salvation Army, we don’t have to schedule it at any given time. But when something more complex comes up at our Board meetings, again the input from North County and Southern Inyo County, it would be a good idea and we will consider this in the future.

Jimmy Lee asked about the survey response of 70 or so stakeholders and asked if that is a typical turn out? Anna said that she thought so but it was lower than originally thought. Quite a few were Spam response through the online portion of it, so she went in and deleted those to get a more accurate number. She thinks overall it turned out well and this was from Inyo and Mono Counties. Carolyn also mentioned that at the last Inyo Counties Arts event the numbers there were in person but overall, it was a good turn out as well. Anna mentioned that this was only open for a few weeks to gather this information from the stakeholders.

Jeff Griffiths had one suggestion that when mentioning the tribes, you want to add that they are federally recognized tribes for Inyo and Mono Counties. Rhonda Duggan also thanked Jeff Griffiths for bringing that to attention and not only the federally recognized tribes but beyond as well. Valerie Goodwin said that the Bishop Paiute Tribe is a federally recognized tribe.

Carolyn asked if there are any other comments or suggestions and Lisa Slaugh wanted to take a minute to thank Anna Huston for doing this, she has never done it before and for her to step up and take the lead, we would have been late if she didn’t. Lisa Slaugh personally appreciated it and she knows everyone else does, too. Lisa said thank you Anna, Stephanie Nelligan thinks it looks great and just to read it brings us all up to speed of what is going on. Valerie Goodwin thanked Anna, Jeff Griffiths thanked her and said she did a good job. Anna reminded everyone that next time it will even be better and thanked everyone and appreciates it.

*Jeff Griffiths proposed, and Rhonda Duggan seconded a motion to approve the 2022-2023 IMACA Community Needs Assessment (CNA) and Community Action Plan (CAP) as presented. Motion carried unanimously.*

**VI. EXECUTIVE SESSION** – No Executive Session after this meeting.

**V. CORRESPONDENCE – INFORMATION**

**Adjourn** - meeting was adjourned at 2:12PM