

2021 Annual Report



2021 A Year in Review

We are proud of the amazing work that our entire team at CAPLP accomplishes every day to ensure that we achieve our mission to: "Eliminate poverty by empowering families and engaging communities." CAPLP has been growing rapidly and we were excited to introduce a new division this year! Our organization provides services through four main divisions: Head Start, Housing, Economic Empowerment, and (our newest division) Child Care Connections. Our newest division is an expansion of our Child Care Aware program that serves early childhood educators and provides grants and scholarships for child care to families. Child Care Connections will now also be working with North Dakota child care providers to improve quality. Within these divisions our team provides over 30 programs and services that work together toward our mission. While CAPLP has been doing this work since the War on Poverty began over 56 years ago, we continue to adapt and respond to the changing needs in the communities we serve.

CAPLP is persistently an essential community partner in providing services to low-income families across Clay and Wilkin Counties in Minnesota. While we continue to provide essential community services such as Head Start, affordable housing, and VITA Tax Site, we have also expanded services and started enrollment into our Whole Family Program.

CAPLP takes pride in our employees and we've added an additional position to reflect our commitment to our team. The Learning & Development Director will deepen our commitment to the professional development of our CAPLP staff in order to truly provide comprehensive services. We choose to make significant investments in the growth of our people, knowing they are the key to fulfilling our mission and vision.

Community Action was born out of the Civil Rights Movement to fight poverty at the local level. As an agency we believe in opening, to everyone, the opportunity for education and training, the opportunity to work, and the opportunity to live in decency and dignity. Throughout 2021, CAPLP's staff and board of directors spent a great deal of time working with consultant Malcom Ratchford to create a "Race safe space" at CAPLP. Diversity, Equity, and Inclusion (DEI) work groups that consisted of staff and board members took a deep dive into understanding the true meaning of DEI and how to embrace it within our agency. Malcolm provided valuable research and education to the work groups that enabled us to write very intentional goals around DEI that will bring CAPLP to a higher understanding of intentionally looking at all things through an equity lens. The first and most important step in this type of work is to create a space where all involved feel comfortable sharing their experiences and how they feel about racial equity. We are looking forward to working on the goals to create a sustainable diverse, inclusive, and equitable culture!

CAPLP continues to work toward our broad agency-wide goals that are outlined in our five-year Strategic Plan:

- 1. Individuals and families with low incomes are stable and achieve economic security.
- 2. Communities where people with low incomes live are healthy and offer economic opportunity.
- 3. People with low incomes are engaged and active in building opportunities.
- 4. Increase agency capacity to support program operations.

As we look toward 2022, we will utilize our new Community Assessment to guide a new Strategic Planning process and carry our organization into the next five years. Our team lives our vision each day by being a strong, responsive organization that provides hope and life changing opportunities for people to help themselves and each other. Thank you to each and every person that contributes their time, talents, and treasures to help us in our journey! You are truly *helping people and changing lives*.

2021 By the Numbers



Clients Served: In 2021, our agency served 5,695 people including

1,244 Children

411 Senior Citizens

1,575 Child Care Providers



Early Childhood Education: Supports Early Childhood Educators & families in need of child care

Educators received critical supplies and Personal Protective Equipment to ensure they could keep serving children

264 Children received a child care subsidy to help pay for care



Community Engagement: CAPLP believes in helping everyone who reaches out

22,351 Referrals were provided to help connect people to resources

1.589 People received education and access to voting



Necessities: CAPLP programs help people meet their needs

4,452 Individuals and families received food distribution and nutritional support

Pounds of nutritious food were delivered to seniors in Clay County



Health: CAPLP programs support healthy families

People accessed health insurance options counseling

379 Parents/caregivers improved their home environments



Economic Security: Programs help families achieve financial success

Housing clients received financial coaching/counseling

539 Individuals & families received free tax preparation



Transportation: CAPLP helps people get where they need to go

326 Individuals & families received transportation services

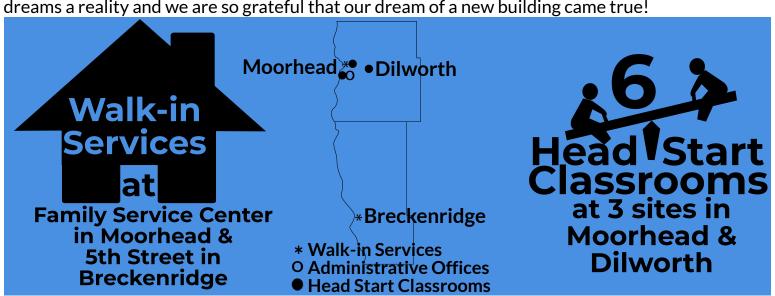
Rides were provided to rural seniors for medical appointments, grocery shopping, and engagement activities

Belsly Building Purchase in Moorhead



CAPLP has served Clay County for over 56 years and we're proud to continue serving at our new administrative building! We've always dreamt of finding a permanent location to serve the community, and the growth and expansion of services over the years has led to a need for more space to accommodate our growing team. The initial spark for this new building came in 2016 when CAPLP purchased the 861 portion of the Belsly building. We house two Head Start classrooms and a portion of our Child Care Connections team within the 861 Belsly location. At the time, Executive Director, Lori Schwartz, joked with a community partner who owned the other half of the building about also purchasing that portion.

Fast forward a few years later, and that same community partner reached out to let CAPLP know they were constructing a new building and planned to put the office up for sale. Before putting the building on the market, they contacted CAPLP to gauge interest in the purchase. The CAPLP board of directors ultimately decided to purchase the building to house our CAPLP administrative offices. CAPLP officially moved into the building on September 7, 2022 and hosted a ribbon cutting with the Fargo-Moorhead West Fargo Chamber of Commerce on September 10, 2021. This building would not be possible without the support of a generous private donor who helped fund the down payment. CAPLP is all about helping families make their dreams a reality and we are so grateful that our dream of a new building came true!



Program Highlight: Head Start Home Visitor

Can you imagine leaving everyone and everything behind? Would you be able to do it for the safety of your children? David gathered his courage and moved to Moorhead, MN with his three and four-year-old daughters. It was the only way to keep them safe. Navigating parenthood alone can be scary. David is currently living in a local homeless shelter with his daughters. Even though times are tough, David always ensures his girls have everything they need, and he enrolled them in our Early Head Start Program. He wants to make sure they are ready for Kindergarten.

David is working with a Housing Advocate to find a permanent home for his family. He also recently received approval for child care assistance, so he's searching for a job. No matter what is happening, David's daughters are always his first priority! Each week he makes time for our Head Start Home Visitor. During home visits, David is always fully engaged with his daughters. At first, he wasn't comfortable or familiar with getting down on the floor to play with his kids. He

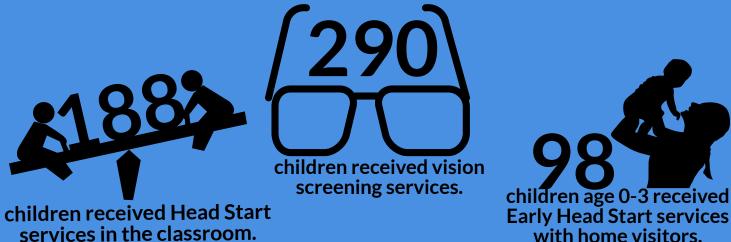


David teaching his daughter a new activity during a home visit.

struggled to come up with things to do with his girls. Through practicing and doing activities together during home visits, David has become more skilled and confident in his role. CAPLP believes that parents are a child's first teacher and our Home Visitor empowered David by helping him understand his girls' development and how he can help them learn through play. David really appreciates all the ideas for activities he can do with his girls that his Home Visitor has shared. When asked for feedback on the program, David responded:

"Keep doing this program. Parents need you guys. What you guys do is so important. You give us parents hope."

Head Start & Early Head Start provide quality educational experiences at no cost to income eligible families. Services are provided to pregnant moms and children up to age five. Family support, health, and nutrition are incorporated into the program.



Program Highlight: Housing



Our Homework Starts with Home program focuses on addressing homelessness and housing instability among students and their families. Luke was a high school student who lived with his mother until they got into an altercation, and he became violent. He was arrested and spent the night in jail. He was released from jail with no phone and nowhere to go because there was a no-contact order in place between him and his mother.

Luke didn't know where to turn, so he started walking. He walked all the way from Moorhead, MN to his grandmother's house in Hawley, MN (about 22 miles). Unfortunately, his grandmother wouldn't allow him to stay with her for long, so the next day Luke went to a homeless shelter. Luke bravely stayed in the shelter for three months by himself while still attending school.

The Moorhead Public School system works closely with CAPLP, and they connected Luke with our team. A CAPLP Housing Advocate worked with Luke to find a place to call home. She also helped Luke get settled and obtain furniture for his new place.

Luke is doing really well since he moved into his new home. He was recently connected to mental health services and got a job in food service. Luke is very independent but is also a social person. He has repaired the relationships with his mother and grandmother and they've both been very supportive of him. Luke also started guitar lessons and joined a game club. He also enjoys going to concerts. He's really thriving and has accomplished so much while maintaining his attendance at school!

CAPLP Housing Programs help people who are experiencing homelessness or are precariously housed to obtain & maintain safe, affordable housing. In 2021 CAPLP Affordable Housing Programs helped:

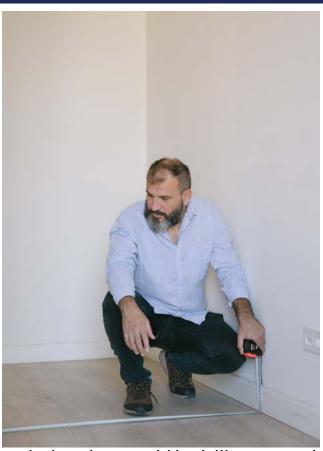




than in the past 2 years with Supportive Housing Programs. 2019: 302 people served 2020: 419 people served 2021: 474 people served



Program Highlight: Seniors Program



Health insurance can be confusing, and it can also be scary, especially if you have chronic health conditions. Gary was self-employed for years laying carpet. He loved his work, but it started getting harder and harder as Gary's health declined. It became too much, and he had to move to part-time. During this time, Gary was on MNsure and it helped him get the medications and oxygen he needed.

Gary knew his 65th birthday was approaching and that he'd need to enroll in Medicare benefits. He was very concerned about the cost of the premium, as his previous plan had waived the premium throughout the COVID-19 pandemic. Gary wasn't used to having a premium in his budget and was nervous about how much it would cost. Gary reached out to CAPLP with his concerns and met with our Senior Programs Coordinator. She was able to answer his questions and discuss different options for Medicare enrollment through multiple phone and in-person meetings. They also talked about enrolling in Social Security benefits

and what that would look like versus the part-time work Gary was doing.

Gary came back to CAPLP before his birthday, and our CAPLP Senior Programs Coordinator helped him fill out an application that could assist with Medicare costs. He was very prepared and came with all the paperwork he needed. CAPLP helped ensure he had copies of all proofs and he submitted the application. It was approved and he qualified! Gary decided to fully retire after CAPLP helped him better understand Medicare and Social Security. He can take better care of himself without the physical labor of his career and can still afford his medications. Gary is so appreciative of the support and advocacy provided by CAPLP!



CAPLP provides integrated community level services that are designed to promote healthy, independent living for seniors across Clay County. In 2021 CAPLP helped:

\$91,286
in rent rebates and property tax refunds.

senior citizens maintain independent living.



Program Highlight: Career Connect

Collin was incarcerated for over seven years. As you can imagine, reintegration into society after spending so much time behind bars is difficult. After his release, Collin was staying at a transition house. He felt hopeless and like he had nowhere to go. Due to Collin's previous convictions, housing was very difficult to find as most landlords refused to rent to him. He was determined to turn his life around.

Collin saw a flyer for an upcoming CAPLP Career Connect manufacturing training. He immediately enrolled and excelled in the class. He was hired shortly after completing the



course. Collin has been employed for nearly 7 months building equipment for agriculture and construction. He was also able to regain his drivers license and paid all his fines. He can now focus on building a better future. CAPLP helped Collin conquer all his barriers and even ended up helping him find a place to call home! Collin officially moved into his new home in April 2022 and is truly thriving and, for the first time in a long time, looking forward to the future!

Derek has struggled with addiction and mental health all his life. When he came to CAPLP he was homeless and staying in a temporary shelter. Derek was intent on turning his life around. He had recently witnessed a friend nearly die from an overdose and was determined to kick his drug habit. He found a passion for recovery. Derek enrolled in our CAPLP Career Connect manufacturing training. He wanted to get a job with a livable wage so he could focus on his future. Shortly after the training, Derek was hired building furniture. He also found a place to live and got his drivers license back. Derek is very independent, hardworking, and committed to succeeding. Our CAPLP team provides very light case management to help him accomplish his goals, but Derek does the work on his own.

Unfortunately, Derek injured his back and is unable to utilize his manufacturing experience. Ever the optimist, Derek dove into his passion for recovery. He enrolled in a recovery coach training and is using his past to help others see a bright future. Derek also speaks to a legislative board about mental health as part of Minnesota Recovery Connection. We are so proud of the leaps and strides Derek has made in his own life and how he is determined to give back by helping others overcome addiction.

CAPLP Career Connect links low-income families with skills training to obtain high demand careers in fields such as nursing, welding and manufacturing. Our coaches work with families to overcome personal barriers to obtaining and maintaining employment. This program is an innovative partnership with M State and the United Way of Cass-Clay.





of July CNA graduates mobtained jobs or are enrolled in school full-time.





^{1g.} Career Connect families reached financial independence.

Program Highlight: Child Care Connections

Parent Aware, a program of Child Care Connections, helps early childhood educators learn and grow in their profession and provides many benefits and resources. Kathleen Tooz has a Four-Star Parent Aware Rated child care program in Clay County, MN.

"I joined the Parent Aware Program to expand and provide quality care for my children," said Tooz. "The grants from Parent Aware have helped my child care so much with the expenses that come with taking good care of my kiddos from teaching curriculum to crafts, to purchasing learning toys and play equipment." Support is provided to early childhood educators by Quality Coaches. They help programs set goals, brainstorm ideas, and accomplish their goals throughout the rating process. Tooz expressed her gratitude for her CAPLP Quality Coach. "She helped me with my Star Rating and worked with me to accomplish great results. She answered every question promptly and respectfully," said Tooz.



The indoor greenhouse Tooz purchased with a grant from the Parent Aware Program.

Programs seeking a Parent Aware Rating also work with a Professional Development Trainers and Advisors who ensure all required classes and trainings are complete. Tooz had this to say about the CAPLP team: "The Parent Aware team that I worked with are superheroes! I owe such a great gratitude for all the help and grants that Parent Aware has helped my child care receive. Because of Parent Aware, kiddos are able to stay on track to grow and prosper in my child care."

Programs participating in Parent Aware may also be eligible to receive financial supports to improve their quality. Tooz received a grant and was able to purchase an indoor greenhouse for her program. She explained that if it wasn't for the Parent Aware grant, this wouldn't have been an item she could afford to purchase. "The kids love the greenhouse. It's been used in so many ways already," said Tooz. The kids love to pretend play that they are growing pumpkins, apples, and corn stalks. It also becomes a gingerbread house in December. The greenhouse is also a great place for alone time. Older kids like to play checkers or marbles inside and we can put up a gate so the younger children don't disturb the game. Tooz said the greenhouse is one of the best investments she's made in her child care program. Tooz had a final message for our CAPLP team:

"Thank you again for all your caring and kindness to have a great child care environment and to have the tools to grow and teach children for the future."

CAPLP Child Care Connections works with early childhood educators to improve quality and helps parents access and afford child care for their children.

orders of high-demand supplies to keep kids & educators healthy & safe.

children (& their families) access & afford child care.



participated in the largest Northwest MN Parent Aware cohort ever.

Special thanks to West Central Initiative, MAHUBE-OTWA CCA, & Tri-Valley CCA

Program Highlight: Child Care Connections

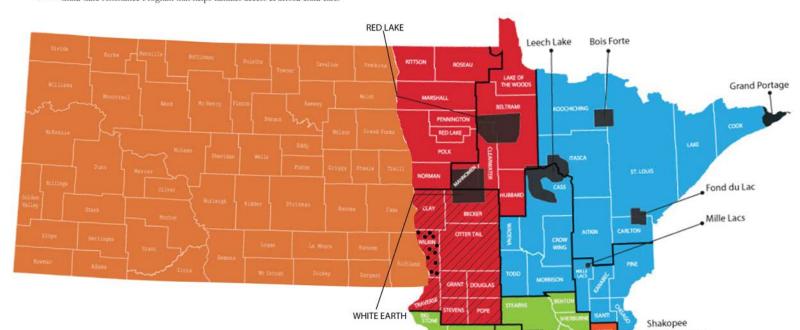


Descriptions of Child Care Connection Services:

- Quality Coaching works alongside child care programs to celebrate and support their journey through a Quality Rating & Improvement System process.
- Quality Observations & Assessments use early childhood tools to assess indicators of quality as part of the Quality Rating & Improvement System.
- Professional Development Training & Advising schedules the in-person training child care educators need for their annual licensing and Quality Rating program, and advises educators on how to advance their careers.
- Child Care Services Grants provide funds annually and through the Quality Rating program to support start-up and ongoing quality improvements to early childhood programs.
- Parent Aware Recruitment connects child care programs with the Parent Aware Quality Rating & Improvement System.
- Early Learning Scholarships & Child Care Assistance Program (CCAP) help families access and afford child care.
- New Child Care Start-Up Support assists potential and new educators through the Legally Non-Licensed, Family Child Care, or Child Care Center licensing process.



- North Dakota Child Care Connections Services:
 - Quality Coaching and Quality Observations & Assessments.
- Northwest Minnesota Child Care Connections Services:
 - Child Care Services Grants, Professional Development Training & Advising, and Parent Aware Recruitment/Outreach.
- Red Lake & White Earth Tribal Regions Services:
- Child Care Services Grants, Professional Development Training & Advising, and Parent Aware Recruitment/Outreach.
- Region 4 Services:
 - Early Learning Scholarships that help families access & afford child care, Parent Aware Coaching and New Child Care Start-Up Support.
- Wilkin County Services:
 - Child Care Assistance Program that helps families access & afford child care.



Rainbow Bridge Transition to RACC

After 25 years of housing the Rainbow Bridge Parenting Time Center, CAPLP is excited to announce that the safe exchange program was acquired by Rape & Abuse Crisis Center (RACC). Rainbow Bridge provides a safe environment for the physical transfer of/or visitation with children without contact between parental parties. Services include supervised parenting time and safe exchanges in a family-friendly environment. This vital community program removes children from parental conflict and allows them to maintain positive relationships with parents through difficult times.

Rape and Abuse Crisis Center has added Rainbow Bridge to its growing services and continues to operate the program out of the Clay County Family Service Center in Moorhead, MN. All current services remain operational, and current staff continued working with the program, but under RACC following the transition.

"Nationally, domestic violence agencies typically house supervised visit and safe exchange services, so this is a natural fit for our agency. We are excited to welcome the clients and staff of Rainbow Bridge under the RACC



A father enjoying a visit with his daughter at Rainbow Bridge Parenting Time Center.

umbrella and continue to learn and grow the services together," says RACC Chief Executive Officer, Dr. Christopher Johnson.

About Rape & Abuse Crisis Center -

The Rape and Abuse Crisis Center's mission is to offer crisis intervention, advocacy, counseling, and education to all persons affected by domestic and dating violence, sexual assault, human trafficking and sexual exploitation, elder abuse, and child sexual abuse to create a society free of personal abuse.

On average, the Rape and Abuse Crisis Center serves nearly 2,500 victims, including 525 children, through a 24-hour crisis hotline, personal advocacy, counseling services and education. For more information, see www.raccfm.com.



Visitation rooms are equipped with the comforts of home with couches, games, and toys for parents to connect with their children. Tables and chairs even allow families to share meals together during visits.

Awards & Recognitions







CAPLP Named 2021 Not-for-Profit of the Year by FMWF Chamber of Commerce

2021 National Community Action Award Recipients



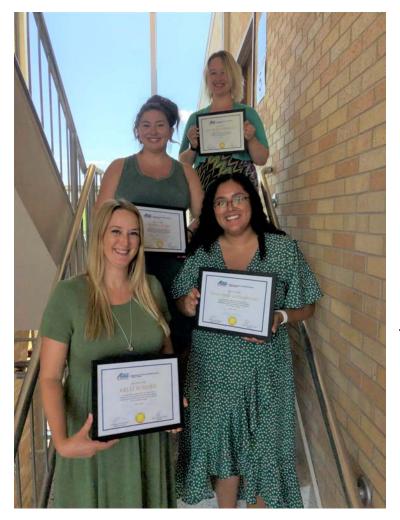
Maria Steen National Advocacy Award





Jamie Roach National Sargent Shriver Personal Achievement Award

Awards & Recognitions



2021 Certified **Community Action** Leadership Institute **Graduates**

Kelli Rohrer Sierra Neeland-Martinez Amanda Even Katie Sonsthagen

2021 Service Award Recipients



Patty Lopez, 15 Years



Cassie Christianson, 10 Years



Maria Steen, 10 Years



Alli Ward, 5 Years



Jenna Cronen, 5 Years



Cherie Gehrig-Ulmer, 5 years



Cherida Even, 5 Years

Thank you for sharing your time and talents with our team!

2021 Volunteers



Concordia students write notes to seniors to combat the isolation and loneliness caused by COVID-19.



American Crystal Sugar volunteers deliver food boxes to seniors.



St. Mary's students help fill and load food boxes for families in Breckenridge, MN.



Vogel Law Firm volunteers deliver food boxes to seniors.



Barry Houglum receives 2021 Outstanding Senior Award for his volunteer work.



Hawley Lions Club donated, bagged, and loaded potatoes for seniors across Clay County.

Our work is not possible without the help of our incredible volunteers! In 2021 CAPLP volunteers: **Delivered**

Provided HOURS of service.



delivered to older adults.

to older adults in Clay County.

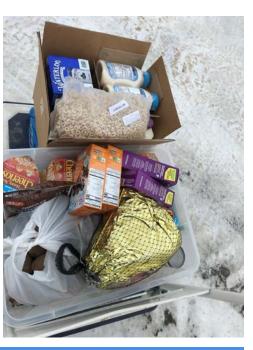
These cards brightened days and helped seniors feel connected to their community after so much isolation during COVID-19.

Wilkin County Food Drop









The Wilkin County Food Drop took place in partnership with North Country Food Bank.

Three Wilkin County communities were part of the food drop.

Rothsay

Breckenridge

Campbell



Special thanks to:
RDO Equipment in
Breckenridge, Campbell
Lions, Rothsay Event
Center, Campbell
Community Center, and
all the volunteers for
making this day
possible!

2021 Photos



Meeting with Representative Heather Keeler, Senator Kent Eken, and Moorhead Public Schools to discuss early childhood education.



Collaborative Case Management allows our team to better serve families by working together to solve barriers across divisions and programs.



Virtual meeting with Representative Michelle Fischbach and Minnesota District 7 Community Action Agencies.



Community Action Month donut drive-thru celebration in May.



Ribbon Cutting Ceremony for our Wilkin County Office in Breckenridge, MN.



July 2021 Career Connect CNA class graduates.



Virtual meeting with Senator Tina Smith and Community Action Agencies across Minnesota.

CAPLP Gives Back



Our CAPLP team volunteered for Lake Agassiz Habitat for Humanity to help build homes for the Roach family and the Castillo Family!



These builds were particularly special because both families have been working with our CAPLP team. The Roach Family joined our Career Connect program when Jamie enrolled in a Certified Nursing Assistant (CNA) course. The Castillo Family has worked with our Head Start program for years for early childhood education and family support.

CAPLP TEAM



Board of Directors

Sarah King, Board Chair Tiffany Ross, Vice Chair Cyndee Thormodson, Treasurer Eloisa Pigeon, Secretary Helan Khalil, HS Policy Council Renee Backlund Nicole Flick Shawna Korinek Rochelle Palubicki

Lyle Hovland Loren Ingebretsen Jenna Kahly Heather Keeler LaRae Kuhfal Renee Charon Jenny Mongeau Michelle Werner Jonathan Green

Leadership **Team**



Lori Schwartz **Executive Director**



Brenda Montplaisir Finance Director



Colleen Murray **Operations Director**



Kim Trautman Human Resources Director Housing Director



Emma Schmit



Kristin Phillips **Head Start Director**



Becki Johnson Learning & **Development Director**



Robin Christianson **Economic Empowerment** Director

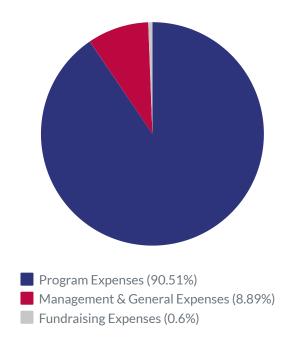


Child Care **Connections Director**

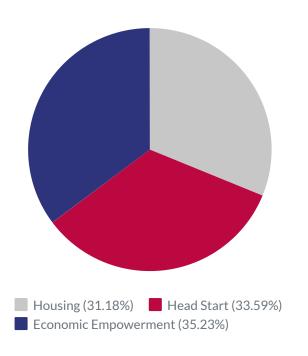
Financial Report

	LA	KES & F	RAIRIES CAP	FINANCIAL REPORT FY 2020-2021		
/ENUES	2020 -20	21	2019-2020	ASSETS	2020-2021	2019-2020
Grant Revenue:						
Federal	\$ 6,369	,536	\$ 4,909,387	Cash and Cash Equivalents	864,075	850,9
State of Minnesota	3,248	,442	3,057,946	Restricted Cash - Unemployment Trust	81,436	55,2
State of North Dakota	35	,157	38,593	Investments	87,871	94,8
Local Revenue	12	,388	96,902	Grants Receivable	1,094,374	843,1
Foundations	587	,675	619,149	Other Receivables	7,274	26,93
Contributions	121	,347	92,893	Prepaid Expenses	56,367	56,5
In-Kind Contributions		-	-	Investments		
Charges for Services	267	,965	475,837	Property & Equipment, Net	1,200,988	975,4
Reimbursements	53	,163	28,513	CD's at Cost	87541	879
Interest		,109	3,075	Total Assets	\$3,479,926	\$ 2,990,66
Gain (Loss) on Disposal of	f	-	-			
Total Revenues	\$ 10,696,	782	\$ 9,322,295	LIABILITIES AND NET ASSETS		
				Current Maturities of Capital Lease	-	-
PENSES				Current Maturities of Facility Loan	27,207	39,0
Program Services				Due to Other Funds		
Head Start	3,269	,159	3,048,556	Accounts Payable	8,699	19,3
Economic Empowermen	nt 3,428	494	3,276,560	Accrued Payroll, Taxes and Related Bene	337,110	233,2
Housing	3,034	,454	1,530,745	Accrued Compensated Absences	398,157	265,2
				Refundable Advances	140,763	87,4
Supporting Services				Total Current Liabilities	\$ 911,936	\$ 644,22
Management and Gener	a 956	,139	936,698			
Fundraising	64	.298	55,463	Long-Term Liabilities		
				Facility Loan, Less Current Marturies	688,457	411,19
				Total Liabilities	\$ 1,600,393	\$ 1,055,37
Total Expenses	\$ 10,752,	544	\$ 8,848,022			
				Net Assets		
nge in Net Assets	(55,	762)	474,273	Without Donor Restrictions	1,260,657	1,395,5
				With Donor Restrictions	618,876	539,7
ASSETS BEGINNING	C \$ 1,935,	295	\$ 1,458,022	Total Net Assets	\$ 1,879,533	\$ 1,935,29
ASSETS END OF YEA	d \$ 1.879.	533	\$ 1.932.295	Total Liabilities and Net Assets	\$ 3,479,926	\$ 2,990.60

2020-2021 Functional Expenses



2020-2021 Program Expenses



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