

Current

Board Review: **3rd Quarter PPR** (Program Progress Reports) for CSBG and CARES grants. PPR goals involve programs throughout L.E.A.P. (April 1-June 30, 2022)

Vacancies:

*Senior Employment Counselor

* Youth Employment Counselor

*Handyman: to perform tasks for Clean & Tunes contract (*cleaning primary heating equipment (chimney cleaning, minor repairs, installation of carbon monoxide detectors or programmable thermostats)* and LiHeap Air Conditioner program: *Measuring, purchase, delivery, and installation of room-sized air conditioners (A/C).*

* CSBG 2023 Grant including budget and workplan-submission 7.29.22 (Submission contained a new position: **Client Support Assistant**. This person would work directly with community members and L.E.A.P. customers, assist with their inquiries, direct them to appropriate resource, and provide case management as needed; help with food pantry and delivery when emergencies and needs arose. This position is a combination of Community Care Coordinator and Food Pantry Assistant that were funded by CARES ending 9/30/22. This person will also assist with Career Center clients as well and will be partially funded by the WIOA grant.

Employment & Training

YOUTH

SYEP (Summer Youth Employment Program)— 28 youth, 27 worksites

(2-classroom, 8-maintenance, 3-camp counselor, 1-landscaping, 4-food, 4-museum, 6-cleaner)

ADULT

Adult/ Dislocated Worker Numbers

15	Total Adults served
3	Total Dislocated Workers served
12	Individual services
6	Basic Services
7	applicants requesting WIOA Adult/ DLW funds this month
3	training applicants approved
7	in application process- needing information or completed forms
0	denied- reason:
20	on-going (training not completed)
3	completed training (2-CDL-A license; 1-Associates Degree)
1	CDL-A- quit class
3	received certifications this month
116	Potential Exiter letters sent out this month re: reemployment services

SI/SSDI: 24-total active clients (2-new applicants, 12-denials, 8-in appeals/hearing)

Workshops: 54-attendees for Job Applications; 20 attendees for goal setting; 21 attendees Transferrable Skills, 3- attendees for Employment workshop; 3-intensive career center services

Metrix: 11 new registrations; 123 soft skill workshops completed in July. *Metrix learning is eLearning training for WIOA customers (unemployed, under-employed & dislocated worker) that require new skills, enhanced skills and certification training programs to prepare them for new employment opportunities*

Fee-for-Service Programs

Clean & Tune program: 0-this month; 0-total (*Clean & Tune assists Home Energy Assistance Program (HEAP) eligible homeowners with the cost of cleaning primary heating equipment (chimney cleaning, minor repairs, installation of carbon monoxide detectors or programmable thermostats)*)

Cooling Program: 4 air conditioning unit installations this month; **21**-total

CSBG/CARES Grants/Services

Food Pantry: Total: **146**-persons served (**86**-adults, **53**-children, **7**-seniors)

FP Donations: Market 32 (2x/wk and Comfort Foods 1x/wk)

Composting: Adirondack Worm Farm-we composted **984.4 lbs.** of food waste and biodegradables for the month of June.

EMERGENCY SERVICES:

10 Applications (1--approved (rent); 5-pending paperwork; 4-denied/closed). Clothing referrals: 6

TRANSPORTATION SERVICES: served 33 clients (OFA & CSBG); 2690 total miles

CSBG 2022 3rd Quarter 4/1/22-6/30/22 Summary

FOOD SECURITY:

Donated Foods-we have exceeded our target numbers; 5636 lbs. this quarter (14,584 YTD)

Serving residents at Food Pantry: 402 this quarter (1164 YTD)

Community Garden: 3 families tending beds, 6 others (no-shows/discontinued). Fencing at garden is in ill repair with great holes along the sides. Stray cats continue to go in and use the beds as litter boxes. In addition, we have seen 3 groundhogs in there eating our plantings. We had contacted 2 companies for quotes last year and went with one who were giving us labor charge as in-kind, however, they have not provided us with a date stating they are too busy. Since it's been ongoing for months, we are looking into the other company which was \$ 3000 higher and seeing if we could raise the funds needed.

EMERGENCY ASSISTANCE:

Applicants-33 this quarter, 12 referred to other agencies, 3 received rent payments to avoid eviction, 1 received utility payment to avoid shut off, 0 fuel assistance this quarter, 1 received supplies for emergency needs; 1-bus tokens.

Cooling Program: 18 air conditioning units installed

TRANSPORTATION:

Seniors-93 received 471 trips to medical, pharmacy, grocery, or other needed appointments this quarter. (1067 YTD)

CSBG income-eligible-14 received 104 trips this quarter (271 YTD)

New clients- 15 this quarter (38 YTD)

Gas Card/Bus token (CSBG)-3 (5 YTD)

EMPLOYMENT

Business outreach-4 provided with intensive services

Adult or Dislocated Worker: 21 received intensive services (skills assessment, counseling, resume writing, interviewing etc.)

Completion of Training or Certification: 8

Reached gainful employment: 4

Youth GED: 3 will be continuing this Fall

SYEP (Summer Youth Employment Program) begins next month. 52 applicants

HEAD START:

Marketing Plan and New Community Partnerships- 2 this quarter; **Identifying private foundations for support-**1.; **Creating additional in-kind** through sponsorship/partnerships with new local non-profits-0

With the hiring of an Outreach and Fund Development Coordinator, these numbers should increase in the coming months.

Donations- (in-kind and cash)-\$1458 this quarter (73% YTD)

HS/EHS will provide Early Childhood Education to low-income children: 69 this quarter; (YTD-370, target number 350)

School readiness (children aged 0-5 will demonstrate)-193 this quarter (YTD-466; exceeding annual target number).

Parent Café participation: 26 parents participated this quarter.

Professional Development plans for staff to enhance skills and provide advanced training & education-41 received this quarter; (YTD-170; exceeding annual target goal)

Increase Staff Retention and Monitoring of Turnover-ongoing (YTD 21%)

CARES: 4/1/20-6/30/22 **3rd quarter of 2nd year**

Emergency Assistance: 5 households were provided with funding for rental, utility, and/or fuel arrears (*more than 1 month*) as well as other emergency needs (*related to COVID or long impact of pandemic*)

Gas Cards (*program started June with DOS permission*): 6

Additional assistance given to vulnerable people in need or having difficulty accessing needed services/resources-19 individuals (*referrals, transportation to, shopping for, installing equipment etc.*).

Client Intake Portal on our webpage will be utilized by applicants-3 this quarter (*we will continue to encourage applicants to use this, however, if they don't have a smart phone or laptop, a paper application is provided.*)

Food Delivery-37 households received food delivery (324 YTD)

Extending FP with Non-perishable supplies (cleaning, hygiene, sanitizing, PPE, paper goods, diapers, wipes, pet food, adult incontinence, laundry, etc)-125 households (603 YTD)

Community Care Coordinator position will be eliminated due to our inability to fill the temporary position. We will do an amendment to the grant.

Community Needs Assessment-the Families-Client survey went out this month (June) and will be followed by Partner survey and Staff/Board/Volunteer survey.

Accomplished: WiFi, Broadband, Zoom, Adobe, DocuSign were expanded throughout L.E.A.P.; Tablets were provided to 6 sites for individuals/families to use to apply for CFS services if needed; 15 school district youth were provided with a 2nd year of Microsoft 365 for the laptops we provided the previous year; Staff trained in Trauma-Informed Care; Grade Scale Compensation review/study/revision/upgrade.