

## COMMUNITY ACTION PROMISE

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and we are dedicated to helping people help themselves and others.

### UCAN'S CORE VALUES

- Respect, Dignity, Compassion, and Equity
- Accountability
- Making a Positive Difference
- Quality and Excellence
- Partnering
- Courage
- Honesty and Integrity

### UCAN'S MISSION & VISION

- Creating solutions to poverty... Improving lives in our community.
- Our vision is that every Douglas and Josephine county resident has the resources and opportunities needed to reach their full social, civic, and economic potential, to be secure in their own lives and to be vital participants in their communities.

### BRIEF HISTORY

UCAN began addressing issues of poverty with the Confidence Clinic, as a very small community action program in Douglas County in 1969. Since that time UCAN has grown and provides the following services to people in Douglas and Josephine Counties:

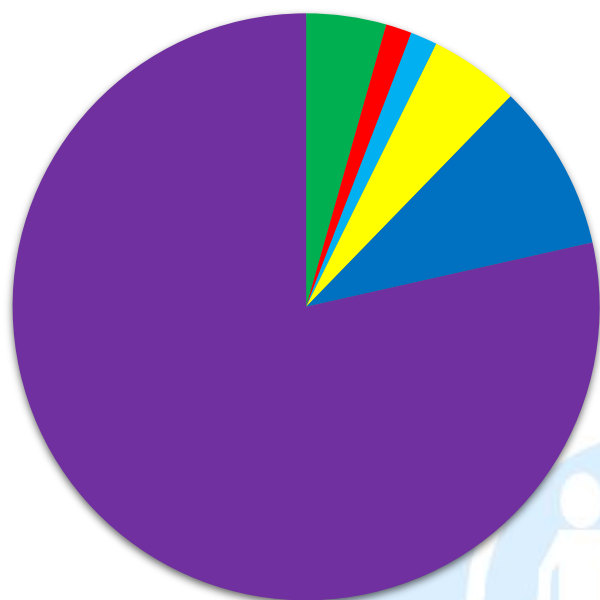
- Affordable Housing
- AmeriCorps
- Early Head Start
- Energy Assistance
- Douglas County Food Bank
- Head Start
- Healthy Families and Healthy Start
- Housing and Homeless Services
- Information and Referral
- Nurse Home Visiting Program
- Oregon Money Management
- Retired Senior Volunteer Program (RSVP)
- Senior Companions
- Senior Health Insurance Benefit Assistance
- Tax Preparation Assistance
- Transportation and Medical Transportation
- Weatherization
- Women, Infant, and Children (WIC) Food and nutrition services

### ACCOMPLISHMENT HIGHLIGHTS

- 1,341 people acquired affordable housing
- 3,705 people received assistance with filling their taxes
- 274,783 hours were given in service by 1,584 volunteers
- UCAN has working partnerships with 618 community organizations including schools, other non-profit, business partners, and government agencies
- 148,852 volunteer hours were provided by low-income individuals
- Information and referral assistance was provided 26,027 times
- 623 people received emergency rental or mortgage assistance
- Emergency food was distributed 230,822 times throughout Douglas County
- 403 children were enrolled in Head Start; 77 were enrolled in Early Head Start
- The Food Bank distributed 2,002,533 pounds of food to the emergency food network of 15 pantries and 8 community kitchens throughout Douglas County
- 2,596 households received assistance with utilities
- 623 people received emergency rental or mortgage assistance
- 3,747 people with disabilities received services

# Where UCAN Funding Comes From

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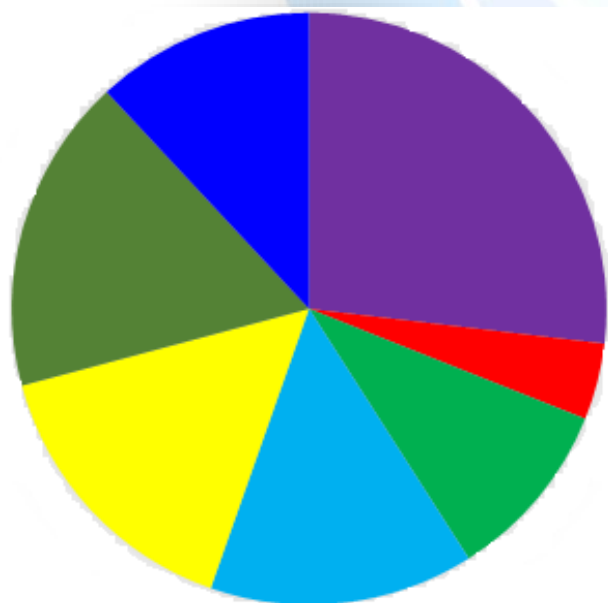


<b>Donations</b>	\$833,056
<b>In-Kind Facilities Use</b>	\$270,892
<b>Earned Income</b>	\$2,790,548
<b>Private Grants</b>	\$936,850
<b>USDA Food OFB Food Share</b>	\$1,743,174
<b>Government Grants</b>	\$14,849,557

**Total: \$21,424,077**

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## The Programming it Funds



<b>Child Services</b>	\$5,214,416
<b>Volunteer Services</b>	\$812,036
<b>Transportation</b>	\$1,923,269
<b>Food Programs</b>	\$2,791,798
<b>Housing &amp; Homeless Services</b>	\$2,998,348
<b>Emergency Services and Weatherization</b>	\$3,349,059
<b>Supporting Services</b>	\$2,312,377

**Total: \$19,428,303**

# UCAN HEAD START / EARLY HEAD START ANNUAL REPORT 2016-2017

Each year UCAN Head Start uses Creative Curriculum studies and the TS GOLD assessment system as part of efforts to prepare children for kindergarten. We work with parents to set relevant school readiness goals for each child based on that child's current stage of development. We have an agency School Readiness Team that meets quarterly with school district representatives to ensure that what we are doing in our program aligns with school district expectations and to ensure that we are all working together so that Head Start children and families have a smooth transition to the K-12 system.

We also offer joint trainings each year to kindergarten and Head Start teachers. In 16-17 the training focused on Conscious Discipline as both school districts and Head Start are implementing this style of positive guidance and behavior management strategies.

We take children to visit the school where they will be attending kindergarten and we complete transition packet information with the families, which is then provided to the kindergarten teachers. We invite kindergarten teachers/school district administrators to come and talk to Head Start families at family gathering nights and we encourage participation in the Ready for K parent trainings that Head Start and school districts offer. Head Start teachers and kindergarten teachers get together to discuss transitioning children and how to help each of them be successful.

Head Start administrators serve on School District P-3 committees as well as countywide Kindergarten readiness efforts.

Below are the outcomes for children in the program during the 2016-17 school year in the most relevant school readiness domains.

	Spring 2017	Winter 2017	Fall 2016
<b>Social/Emotional</b>	87.85% are meeting or exceeding expectations	72.00% are meeting or exceeding expectations	49.21% are meeting or exceeding expectations
<b>Literacy</b>	90.54% are meeting or exceeding expectations	82% are meeting or exceeding expectations	49.68% are meeting or exceeding expectations
<b>Math</b>	72.56% are meeting or exceeding expectations	53% are meeting or exceeding expectations	27.62% are meeting or exceeding expectations

## ADDITIONAL INFORMATION

- The total enrolled in HS was 403. Of these children, 367 were up to date on their medical exams and 306 had dental exams during the year.
- The total enrolled in EHS was 77. Of these children, 60 were up to date on their medical exams and 54 were up to date for dental care. Of the 3 pregnant women enrolled in the program all had prenatal care.
- 32 Head Start staff members are Child Development Certified, 6 are Family Services Credentialed. Of the 9 EHS only staff members, 7 of them are Child Development certified.
- In the 2016-17 school year Head Start implement 2 classrooms of 3 year old only children. There are three fewer children in these classrooms than in typical mixed-age group classrooms. The classes were deemed a success and are being carried on in the 17-18 school year.

## ACCOUNTABILITY

The 2016/17 audit was completed by the accounting firm of Kosmatka, Donnelly, and Piels, LLC. This audit included standard unqualified opinions of 1) the financial statements and related notes of UCAN, 2) compliance on internal control and no reportable conditions and 3) compliance with Major Federal Programs. No questioned costs were required to be reported on under Section 510(a) of OMB Circular No. A-133. In other words, UCAN had no major issues found by our independent financial auditors. Every three years, an on-site federal Head Start review is conducted. For the last fiscal year this review took place from 10/18 to 10/23/2015 by the Administration for Children and Families (ACF). Review Finding areas: (1) Financial and Program Management (FPM) and (1) Family, Community Engagement (FCE). FPM finding was withdrawn; FCE finding was corrected. ACF Desk Report of 12/3/15 stated no further action was required.

# HEAD START FINANCIAL REPORT 2016/17

	Current Year Actual	16-17 Budget	Annual Budget Variance	Percent Remaining
<b>REVENUES</b>				
Public Support	1,333	1,010	(323)	(31.93)%
Grants-Government				
HHS-Head Start	1,918,513	2,104,301	185,788	8.82%
ODE-HS Oregon Pre-K	1,961,943	1,961,928	(15)	0.00%
ODE-USDA/CACFP	180,436	195,400	14,964	7.65%
ODOT-TSD	499	0	(499)	0.00%
Early Learning Hub	90	0	(90)	0.00%
Total Grants – Governments	<b>4,061,481</b>	<b>4,261,629</b>	<b>200,148</b>	<b>4.70%</b>
Earned Revenue & Fees	5,500	0	(5,500)	0.00%
Interprogram transfers	0	58,001	58,001	100.00%
<b>Total Revenues</b>	<b>4,068,314</b>	<b>4,320,640</b>	<b>252,326</b>	<b>5.84%</b>
<b>EXPENDITURES</b>				
Personnel Expenses	3,176,877	3,387,030	210,152	6.20%
Professional Services	10,675	10,384	(291)	(2.80)%
Training, Travel, Gas, Oil	108,415	130,850	22,435	17.14%
Occupancy Cost	212,167	210,619	(1,548)	(0.73)%
Insurance	43,055	53,604	10,549	19.67%
Depreciation and Amortization	7,314	5,147	(2,167)	(42.09)%
Supplies, Printing, Dues, Advertising	186,357	185,920	(437)	(0.23)%
Equip & Furn Maint and Purch	70,941	81,855	10,914	13.33%
Supportive Service Cost	10,165	12,857	2,692	20.94%
Food Purchases/Distribution	140,690	144,980	4,290	2.95%
Sub-Contracted Services	74,408	84,315	9,907	11.75%
Property Development Projects	120	0	(120)	0.00%
Miscellaneous	23,048	12,892	(10,156)	(78.77)%
Volunteer Expenses	460	0	(460)	0.00%
<b>Total EXPENDITURES</b>	<b>4,064,691</b>	<b>4,320,453</b>	<b>255,762</b>	<b>5.92%</b>
<b>CHANGES IN NET ASSETS</b>				
BEGINNING NET ASSETS	3,623	187	(3,435)	(18,33.16)%
Total Beginning NET ASSETS	<b>10,024</b>	<b>0</b>	<b>(10,024)</b>	<b>0.00%</b>
<b>ENDING NET ASSETS</b>	<b>13,646</b>	<b>187</b>	<b>(13,459)</b>	<b>(7,182.23)%</b>

## SUMMARY OF COMMUNITY ASSESSMENT



UCAN has become a primary provider of early childhood services in Douglas County. UCAN is a provider of many social services in both Douglas and Josephine County, and an active partner with many other social service, health and education agencies. Perhaps one of the most promising strategies for better addressing local community needs is through strategic collective impact. The more that UCAN and partner **HEAD START** agencies are able to work together to meet the region's greatest needs, the more effectively **Family Fun Day** these needs will be met. At the same time, job creation and job training would best address the many issues confronting local residents.

Residents had far fewer needs when those without college educations had relatively high-paying jobs in the timber extraction and wood manufacturing industries. However, most of these jobs have been lost to globalization, automation and regulation. Residents who formerly worked these jobs need the training and opportunity to find living wage jobs. Even though UCAN is not an employment or job training agency, staff can help clients connect with the services they need to improve their wages and employability.



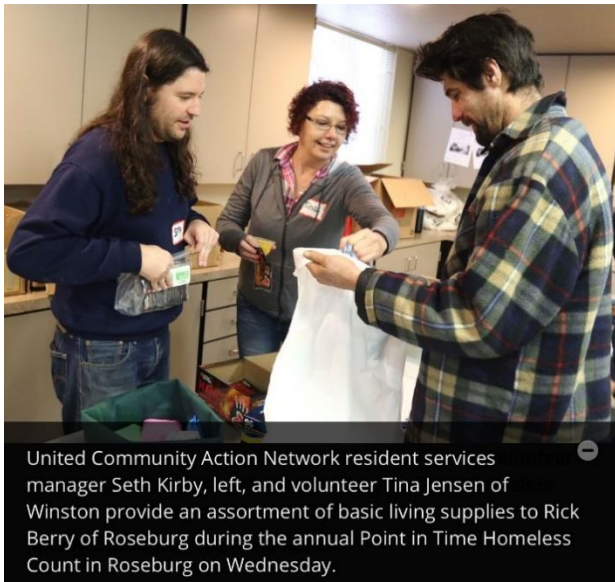
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Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;

Fax: (202) 690-7442; or  
Email: [program.intake@usda.gov](mailto:program.intake@usda.gov).  
This institution is an equal opportunity provider.

## POINT IN TIME

One day a year in mid-winter, when the nights are long and bitter cold, UCAN Case Management Housing and Homeless Services become leaders in their community to complete a critical task. In a 24 hour period their sole objective is to seek out, identify, provide intervention services and count the homeless and unstably housed citizens living in our area. Kelly Wessels, UCAN Chief Operating Officer, facilitates the Annual Point In Time Count efforts required by HUD each year as a tool in determining what resources are needed at the community level to effectively deploy solutions in homelessness. Across both counties it is estimated that over 49% of homeless and unstably housed individuals are 18 and younger, identifying the high proportion of families unable to secure housing. This has a negative impact on youth, compromising academic performance and affecting a generation with the physical and emotional trauma experienced when living in poverty. Staff used this event to perform both sheltered and unsheltered street counts, as well as Homeless Connects events where over 60 local providers, dozens of volunteers and community host sites deliver crisis intervention services and resources to the homeless. Most of all, these UCAN staff, volunteers and stakeholders offered hope to those experiencing homelessness and remind these community members they matter. UCAN uses this opportunity to build capacity in our community for serving those who often are in the shadows and maximized the resources provided to remove barriers and create meaningful change for greater community wellness



United Community Action Network resident services manager Seth Kirby, left, and volunteer Tina Jensen of Winston provide an assortment of basic living supplies to Rick Berry of Roseburg during the annual Point in Time Homeless Count in Roseburg on Wednesday.



## BOARD OF DIRECTORS

- Joan Sietz, Board Chair
- Susan Fischer, Vice Chair
- Matt Brausman
- Dennis Roler
- Gary Leif
- Patricia Attaway
- Sharon Brown
- Anna Weaver
- Lisa Carlson
- Nathaniel
- Steve Kaser

## MANAGEMENT TEAM

- Mike Fieldman, Chief Executive Officer
- Kelly Wessels, Chief Operating Officer
- Steve Malin, Chief Financial Officer
- Andrea Chaney, Program Operations Director
- Rhonda Amer, Human Resources Director
- Albert Barragan, Director of IT
- Diana Smith, Executive Assistant
- Maureen Short, Early Childhood Program Director

## UCAN Statement of Financial Position As of June 30, 2017

## UCAN Statement of Activities For the Fiscal Year Ended June 30, 2017

### ASSETS:

#### Current Assets:

Cash and cash equivalents	\$2,262,689
Accounts receivable, net	\$10,351
Contracts receivable	\$1,759,201
Pledges receivable, net	\$109,077
Prepaid expenses	\$18,272
Inventory	\$19,538
<b>Total current assets</b>	<b>\$4,179,128</b>

#### Non-current Assets:

##### Property and equipment:

Land	\$2,543,303
Buildings and building improvements	\$15,091,632
Leasehold Improvements	\$80,669
Furniture, fixtures and equipment	\$1,108,467
Vehicles	\$2,375,414
Construction in process	\$33,467

Total property and equipment **\$21,232,952**

Less: accumulated depreciation **(\$6,205,892)**

Total property and equipment (net) **\$15,027,060**

#### Other Assets:

Beneficial interest in assets held by OCF \$54,565

Total ASSETS: **\$19,260,753**

### LIABILITIES AND NET ASSETS

#### Current liabilities:

Accounts payable	\$547,899
Accrued payroll and payroll taxes	\$695,780
Accrued employee paid time off	\$179,823
Refundable deposits	\$45,233
Accrued interest payable	\$20,900
Current portion of long-term notes payable	\$15,380
<b>Total current liabilities</b>	<b>\$1,505,015</b>

#### Long-term Liabilities:

Notes payable—long term \$944,487

Total Liabilities: **\$2,449,502**

#### Net Assets:

Unrestricted	\$13,898,238
Temporarily restricted	\$2,858,448
Permanently restricted	\$54,565

Total net assets **\$16,811,251**

Total **LIABILITIES & NET ASSETS** **\$19,260,753**

### REVENUES:

#### Revenues and Support:

Government agencies	\$14,849,557
Contributions & United Way	\$833,056
Private agencies	\$936,850
USDA food, net	\$434,326
In-Kind facilities use	\$270,892
OFB Food share	\$1,308,848
<b>Total revenues and support</b>	<b>\$18,633,529</b>

#### Other Revenues and Gains:

Program earned revenues	\$2,497,874
Commodities and food sales	\$286,675
Interest income	\$128
Gain (loss) on sales of assets	\$1,500
Miscellaneous	\$4,371

#### Total Other Revenues and

Gains **\$2,790,548**

Total revenue, gains and other support **\$21,424,077**

### EXPENSES:

#### Program Services:

Child services	\$5,241,416
Transportation	\$1,923,269
Food programs	\$2,791,798
Emergency services	\$2,408,826
Weatherization service	\$940,233
Case management programs	\$2,303,230
Property management	\$695,118
Volunteer services	\$812,036
Resource development	\$9,571
<b>Total program expenses</b>	<b>\$17,125,497</b>

#### Support services:

Management and general	\$1,646,204
Facility & Property development	\$656,602
<b>Total supporting services</b>	<b>\$2,302,806</b>
<b>Total expenses</b>	<b>\$19,428,303</b>

Operating income (loss) **\$1,995,774**

Nonoperating income (loss)

Contribution of fixed assets **(\$1,160,800)**

Change in value of assets held by community Foundation \$6,057

**Total nonoperating income (loss)** **(\$1,154,743)**

Increase/(decrease) in net assets \$841,031

**Net assets at beginning of year** **\$15,970,220**

**Net assets at end of year** **\$16,811,251**