

2022/2023
Community Needs Assessment and
Community Action Plan

California Department of
Community Services and Development
Community Services Block Grant



Submitted by:

Colusa-Glenn-Trinity Community Action Partnership

Lead Agency:

Glenn County Community Action Department

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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

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

Agency Name	Colusa-Glenn-Trinity Community Action Partnership
Name of CAP Contact	Kathryn McDaniel
Title	Community Action Manager
Phone	(530) 934-1432
Email	kmcdaniel@countyofglenn.net

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

04/28/2021

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)

Keith Corum		
Board Chair (printed name)	Board Chair (signature)	Date
Christine Zoppi		
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).

<i>Not applicable</i>		
NCRT/NCRI (printed name)	NCRT/NCRI (signature)	Date

CSD Use Only

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

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)	June 15, 2021
Location(s) of Public Hearing(s)	Glenn County Board of Supervisors Meeting – 9:05 am
Dates of the Comment Period(s)	June 1 - June 18, 2021
Where was the Notice of Public Hearing published? (agency website, newspaper, social media channels)	Newspaper: Sacramento Valley Mirror, Willows, CA 95988 Agency Websites - Glenn County Community Action Department page: https://www.countyofglenn.net/dept/community-action/welcome CGTCAP Committee page: https://www.countyofglenn.net/committee/community-action-partnership/resources Agency Facebook Pages with link to Agency Website.
Date the Notice(s) of Public Hearing(s) was published	Newspaper: May 29, 2021 Facebook: June 1, 2021 Agency Website: May 29 - June 15, 2021
Number of Attendees at the Public Hearing(s) (Approximately)	To be completed after the Public Hearing

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

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)

The Glenn County Community Action Department serves as the lead agency for the Colusa-Glenn-Trinity Community Action Partnership (CGTCAP). In preparation for the 2021 Community Needs Assessment, the agency staff put together a small workgroup to assess community data, specifically that associated with community demographics for the tri-county region. The 2020 US Census data estimates were released during this time frame, and we compared this years' information to that of our 2019 Community Needs Assessment (CNA). At the direction of the CGTCAP Board, the staff opted not to do a full-scale survey for the Community Needs Assessment, but instead Community Stakeholder Groups to host focus groups to identify any changes in demographics and community needs since the 2019 CNA.

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.

The Colusa-Glenn-Trinity Community Action Partnership serves three counties in rural northern California – Colusa, Glenn, and Trinity. Colusa and Glenn County are located on the I-5 corridor, in the central valley north of Sacramento, while Trinity County is located west of Redding in the cascade mountain range. Both Colusa and Glenn County are small, rural communities depending

primarily on agriculture and ag-related businesses for their economies, while Trinity County is more remote with ranching, logging, and tourism being relied upon for the economy. Colusa County is approximately 1,150 square miles, the town seat is Colusa, and their estimated county population is 21,558 with 18.6 persons (US Census Bureau, 2020 estimate). Approximately 60.4% of the population identifies as Hispanic or Latino, with the remaining population identifying as white/ not Hispanic or Latino. In Colusa County, about 14.9% of the population identifies as being less than 18 years old, half the population is female, and 12% of persons identify as living in poverty. 51.7% of households identify as having a language other than English spoken in the home, and 27% identifying as being foreign born. Glenn County is approximately 1,314 square miles, the town seat is Willows, and the estimated county population is 28,283 with 21.4 persons per square mile (US Census Bureau, 2020 estimate). Approximately, 42.5% of the population identifies as Hispanic or Latino, with the remaining population identifying as white/ not Hispanic or Latino. In Glenn County, about 15.8% of the population identifies as being less than 18 years old, half the population is female, and 12.1% of persons identify as living in poverty. 18% of the population identifies as being foreign born. Trinity County is approximately 3,179 square miles, the town seat is Weaverville, and the estimated county population is 12,216 with 4.3 persons per square mile (US Census Bureau, 2020 estimate). Approximately, 81.9% of the population identifies as White, with the remaining population identifying as Hispanic or Latino. In Trinity County, about 28.3% of the population identifies as being over 65 years old, half the population is female, and 16.5% of persons identify as living in poverty. 68.9% of the population identifies as living in an owner-occupied home.

Based on our 2019 and 2021 Community Needs Assessments, all counties continue to have a high need for housing – both affordability and availability. We continue to feel the impact from wildfires, either through loss of homes or shifts in population, which drives the need for housing. Additionally, the Covid-19 pandemic caused many folks to work remotely, which caused a reduction in the available rental units as owners returned to rural settings to occupy their homes. All three counties also expressed the need for additional mental health and wellness for individuals, families, and youth, as many have felt the adverse effects of the pandemic in their wellness. Colusa County has a migrant population and concerns with education and language barriers continue to appear as special population needs. Trinity County has an aging population, and they continue to serve that need through funded support of their food bank program.

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.

Not applicable.

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

Focus Groups

- Local leaders
- Elected officials
- Partner organizations' leadership

- Staff
- Board members
- Private sector
- Public sector
- Educational institutions

- Board members
- New and potential partners
- Clients
- Staff

Community Forums

Interviews

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

Asset Mapping

Other

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

n/a.

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)

The agency staff collected quantitative data from the US Census website on county demographics, a sample of which is included in our county summary data covered in Question 3 (above). Additional quantitative data was collected in the form of a poll conducted at each community stakeholder meeting. Through the poll, the top community needs were identified as follows:

TOP 5 MOST PRESSING ISSUES		
COLUSA COUNTY	GLENN COUNTY	TRINITY COUNTY
Income/ Job Stability	Housing Affordability	Housing Affordability
Housing Affordability	Mental Health/ Wellness	Mental Health/ Wellness
Education/ Skills Needed	Income/ Job Stability	Income/ Job Stability
Mental Health/ Wellness	Education/ Skills Needed	Education/ Skills Needed
Lack of overall wellness	Substance Use Disorder	Substance Use Disorder

After conducting the poll, attendees were invited into smaller breakout rooms of 4-8 people to discuss the issues more in depth. At the conclusion of the breakout meetings, all attendees were invited back to the main meeting to discuss key findings and concerns. A summary of those

findings for each community is provided as Appendix C in this 2022-2023 Community Action Plan.

What we learned is although the order of the pressing issues varied slightly, the message remained very consistent with the 2019 Community Needs Assessment, with the exception of mental health. Across all three counties, mental health and overall wellness increased as a top community need. Additionally, the breakout meeting discusses revealed an increased concern with school-aged youth mental health and wellness, while transitional aged youth needs mirrored those of adults – with challenges in income/ job stability and housing continuing to surface. The CGTCAP Board, requested the agency staff continue to focus on the priorities from the 2020-2021 Community Action Plan for our 2022-2023 Community Action Plan, with the addition of youth concerns.

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 – At our Community Stakeholder Meetings, in our counties we did not ask individuals to identify what community organizations they belonged to. We will address this more clearly in our future Community Needs Assessments. In Colusa County, 6% of individuals identified as being concerned community citizens and another 6% identified as being health care providers in the county.

B. Faith-based organizations – At our Community Stakeholder Meetings, in Colusa County 6% of attendees identified as representing faith-based organizations, 7% in Glenn County, and none in Trinity County.

C. Private sector (local utility companies, charitable organizations, local food banks) - At our Community Stakeholder Meetings, in Glenn County, 7% of individuals identified as being a part of private business and 8% of attendees in Trinity County did as well. In Glenn County, individuals identified as being members of the Domestic Violence Shelter staff and the Habitat for Humanity groups.

D. Public sector (social services departments, state agencies) - At our Community Stakeholder Meetings, in Colusa County 56% of attendees were from County government, 17% were from city government, and 6% were from the board of supervisors. In Glenn, 60% were from county government, 7% were from city government, and 7% were from the board of supervisors. In Trinity, 75% were from county government and 8% were from city government. We did not ask any individuals to identify what part of public sector they belonged to beyond that.

E. Educational institutions (local school districts, colleges) – At our Community Stakeholder Meetings, 7% of attendees in Glenn identified as representing an education system. While others attending in Colusa and Trinity County did not identify as such, their local partners voiced the needs of youth in their communities based on their conversations with the school districts and/or behavioral health partners who had seen an uptick in youth seeking support for abuse (the type of abuse was not identified).

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)

In the tri-county region, education/ skills and language barriers continue to be a challenge in Colusa County as about a third of the population identifies as being born outside of the US and almost 50% of the population identifies as speaking a language other than English in the home. All three areas continue to have issues with limited broad-band internet and limited public transportation, which can make it challenging to access services.

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)

Lack of available and affordable housing continues to be a challenge for our low-income community members. All three counties are working on innovative solutions to bring more housing both market rate and affordable housing to the communities. Housing is one of our most basic needs and we continue to find it challenging to find permanent supportive solutions, and as such, housing remains

a top priority for the CGTCAP.

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.

The Glenn County Community Action Department (GCCAD) staff analyzed the results of the 2021 Community Needs Assessment (CNA) and compared them to the needs of the 2019 CNA to check for continued trends. Data results were assessed and summarized in a detailed summary document included in the appendices. A power-point presentation was prepared, and GCCAD staff presented the results at local community meetings, including the CGTCAP Board Meeting. Following the success of the 2019 CNA, GCCAD staff developed a simple ten-question Customer Satisfaction Survey and released it in early 2020. Clients were provided with the survey following the receipt of services. Unfortunately, due to COVID-19, our offices closed to the public, and we shifted to an electronic and phone approach to direct services rather than in person. We saw a dip in willingness to complete customer satisfaction surveys. Since the start of 2021, survey responses are increasing and it is our goal to provide updates to the CGTCAP Board on a quarterly basis. We have a 4.7 out of 5-star rating, with the main feedback for improvement being prompter return phone calls. Most write in responses express gratitude for our service. We also will be working to improve our web-based presence on social media and our website, to provide outreach to our clients in a variety of ways.

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)
Housing Affordability/ Instability	Community & Family	Y	Y	Y
Housing Availability/ Inventory	Community & Family	Y	Y	Y
Mental Health & Wellness	Community & Family	Y	Y	Y
Income/ Job Instability	Community & Family	Y	Y	Y
Youth (School Aged) Mental Health & Wellness	Community & Family	Y	Y	Y
Youth (Transition Aged) Job/ Housing Instability	Community & Family	Y	Y	Y

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. Housing Availability and Affordability	Collaborate with Glenn County HHSA; Trinity DHHS, lead partner agency; Colusa DHHS, lead partner agency; CGTCAP housing programs; Regional Housing Program Coordination; Dos Rios COC, Local COC, NPLH, Mental Health Housing Program; regional collaborative	FNPI 5
2. Mental Health & Wellness	Collaborate with Glenn County HHSA; Trinity DHHS, lead partner agency; Colusa DHHS, lead partner agency; regional non-profits; CGTCAP delegate agencies; Mental Health; housing and county wellness programs; counseling services; referrals	CNPI 1-6
3. Income & Job Instability	Continue WIOA program & training services; Business Development; regional NCCC collaborative; Trinity DHHS, lead partner agency; Colusa DHHS, lead partner agency.	FNPI 1
4. Education or skills needed	Continue WIOA program & training services, business development; partner with Offices of Education for adult education program services.	FNPI 2 & 5
5. Youth programs and support	Collaborate with partner DHHS and Behavioral agencies in all three counties; increase outreach to Offices of Education/ School Districts, continue housing and supportive services programs	FNPI 2 & 5
<p>Agency Priorities: Rank your agency priorities.</p> <p>Description of programs, services, activities: 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>Indicator/Service Category (CNPI, FNPI, SRV): 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.

To become a convener of community services as a result of organizational excellence and superior financial stewardship.

2. Provide your agency's Mission Statement.

To respectfully assist citizens to achieve and sustain self-sufficiency through direct services, education, and community partnerships.

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)

The Colusa-Glenn-Trinity Community Action Partnership (CGTCAP) is administered by the Glenn County Community Action Department (GCCAD), which provides direct services in Glenn County to community members. In combination with the utilization of sub-contractors in Colusa and Trinity Counties, CSBG programs are available for residents in the tri-county area. The GCCAD is responsible for administering, managing, and applying for funding for the three counties to ensure programs and services are available for low-income residents in the tri-county region. The CSBG funds are leveraged in the tri-county area to administer and provide multiple programs and services, such as: housing assistance, job development and training, weatherization and rehabilitation, special supportive services, and coordination of the Continuum of Care for housing development and stability in the three counties. CGTCAP leverages over \$6M in program funding through CSBG administration.

Since the start of the Coronavirus pandemic, the CGTCAP staff in all counties have had to pivot their service delivery models in the tri-county region. Clients are still able to access services; however, many face-to-face intake appointments have shifted to phone, email, or teleconference (video/ audio) methods at the various tri-county offices. Some service providers have shifted to providing teleconferencing stations in their offices, so clients can meet with staff "face-to-face" through an available computer screen, while other offices have shifted to phone and email appointments to work with clients. Some offices have been able to purchase necessary equipment, such as sneeze-guards and face coverings, to keep staff and clients physically distanced and separated while conducting appointments. All service providers continue assessing their service delivery models to ascertain the best delivery method for meeting clients' needs.

Regardless of intake appointment method, clients are screened using a client referral/ services screening form by staff to determine the eligible services for referrals at a glance. Clients complete an application depending on what service are needed, income eligibility is verified, and CSBG or

leveraged program documentation is obtained. If the client is requesting transportation services, they complete a CSBG intake application and submit verification; if eligible, the client receives bus tickets at that time. If the client is requesting eviction prevention and/ or energy assistance, the client goes through the same process as indicated above; if eligible, payments are processed and a check is sent to the landlord or to the appropriate vendor, within 2-3 weeks. A coordinated entry approach has been developed among each county to ensure clients are provided direct assistance and assistance with accessibility of services. For over a year, the CGTCAP staff have also been working with on a trauma informed care culture in service delivery offices, to minimize the trauma experienced by clients having to retell their story to every service office. Clients are assisted through warm hand-off referrals when additional supportive services are needed.

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)

The Colusa-Glenn-Trinity Community Action Partnership (CGTCAP) administers the CSBG funds for the three counties. The services are provided directly by Glenn County Community Action Department (GCCAD) and subcontracts directly with Colusa and Trinity County partner organizations for the delivery of services in the tri-county region. The CSBG funds are leveraged to provide multiple programs and services within the tri-county region totaling over \$6M in funding.

The CGTCAP provides programs and service in four key areas including housing, energy/ weatherization, employment services, and supportive services. CSBG funds are leveraged with other funding sources to provide short- and medium-term rental assistance, utility assistance, security deposits, habitable necessities (beds, bedding, basic kitchen items, etc.), self-sufficiency services, and per HUD standards, a housing quality standard inspection is performed on all properties to ensure the unit is habitable.

Energy assistance and weatherization services are provided to residents of all three counties. These services include: assistance with utility payments in order prevent eviction and/or disconnection of energy services, installment of more energy efficient household appliances (including water heater, HVAC, cook stove and range, wood stoves, etc.), weather stripping of windows and doors, instillation of wall and attic insulation, and window and door replacement. Items replaced depend on the findings of home's completed energy audit with the overarching goal of improving the home's energy efficiency. This increase of energy efficiency has been found to

dramatically decrease the client's utility cost, which creates a significant decrease in their overall energy burden. Therefore, this increases the household's income resulting in additional revenue going into the local community. We project that this will result in a more robust overall economy throughout our tri-county region.

The GCCAD employment services, through the mandated WIOA (Workforce Innovation Opportunity Act) program, leverages other funding to provide job and business-related services. These services include assistance with job obtainment, layoff aversion, job-seeker services, computer access for resume and cover letter writing, tips on applications and interviewing, work support, online assistance to job services, education services, ancillary services (work clothes, etc.), and referrals to unemployment services. These services are offered to youth and adults.

The GCCAD and subcontractors provide supportive services to the tri-county area. These services include but are not limited to: workforce clothing, first-months' rent and eviction prevention, hygiene products, food and dry goods, essential items needed to obtain and keep a job, obtaining identification documents and vital records, emergency assistance, assistance with transitional housing and emergency shelter, education and guidance regarding household and budget management, assistance with developing independent life skills in order to reach self-sufficiency, access to office equipment and computers, transportation assistance for local and distance medical appointments due to the rural nature of our communities and lack of diverse medical services, and senior services.

Through the 2021 Community Needs Assessment, housing instability/ affordability, income/job instability, mental health/wellness, substance use disorders, and education or skill needs continue to be identified as top priorities throughout the tri-county area. CSBG dollars will provide program support. We continue to look for ways to provide a wider breadth of services to our community. CSBG dollars are also utilized for administration, staff salaries, and training costs for CSBG-related programs.

Sub-contractors: Colusa & Trinity Counties

The GCCAD is the administrative entity for CGTCAP, which combines direct services and funds subcontractors in Colusa and Trinity County through local organizations to provide CSBG-related program services. In 2020-2021, the following services were contracted:

- Colusa Delegates provided housing support for those facing homelessness, including hotel vouchers and income tax preparation for identifying as low-income, disabled, or limited-English skills.
- Trinity Delegates provided food distribution, senior meal delivery, commodity services, nutrition education, and capacity building of the Trinity County Food Bank servicing all of Trinity County.

For all of our programs and services, leverage funding to improve outcomes.

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)

The Glenn County Community Action Department administers the regional Dos Rios Continuum of Care (CoC), composed of multiple regional representatives to help identify funding needs. The tripartite CoC board is active and provides ideas and support in coordinating funds with other service providers. The CoC Board acts as a coalition of social service providers in our area. Coordination is done on a regular basis through monthly CoC Executive Board Meetings and additional meetings throughout the year to ensure collaboration and cohesion. The CoC is comprised of community members, elected officials, representatives of the economically disadvantaged, and representatives of private enterprise. We also plan to continue building our staffing capacity to provide additional collaboration and support with our county partners, as we all see to provide the best services and support possible to our vulnerable populations.

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)

As part of a three-county Community Action Partnership, the CGTCAP has a number of Memorandums of Understanding (MOUs). As the partnership's Administrative Entity, the Glenn County Community Action Department has entered into subcontracting MOUs with providers in Colusa and Trinity counties. In Colusa County, agreements were created with the One-Stop and Department of Health and Human Services for housing services and employment support. For Trinity County, agreements were created with the Human Response Network (HRN) and Department of Health and Human Services to provide housing and supportive services for clients and with the County Administration Office to support the Food-Bank. Our agency has financial and non-financial MOUs/ agreements in place to obtain services for CSBG clients.

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)

The Colusa-Glenn-Trinity Community Action Partnership has utilized various funding sources in order to better serve our clients. We are grateful for the CSBG funding allotment and use these funds as leverage to obtain additional funds that require matching. We are continually searching for additional funding sources with the main goal of increasing programmatic and organizational capacity. We continue to restructure our department to ensure the best use of funds to support our clients and sustain our staffing capacity. For instance, we have added two Program and Administrative Services Coordinators to the department to provide both administrative support to contract/ agreement development but also coordinate various service programs, such as our Continuum of Care and County Medical Services Programs. Furthermore, our agency has a healthy partnership with local Health and Human Services Agencies in order to leverage funding opportunities and share best practices. In addition, we continue to explore other opportunities and partnerships in order to fill gaps and build capacity with the ultimate goal of reducing poverty.

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.

Although there is no process change to how we mobilize support, we are no longer using the cgtcap.org website. We are shifting our CAP information to our county platform in order to increase efficiency and ease of accessing information: <https://www.countyofglenn.net/dept/community-action/welcome>.

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.

Through our 2021 Community Needs Assessment, we learned that our youth are struggling from impacts of the Covid-19 pandemic. Many of our school aged youth have experienced negative mental health effects from being socially distanced from their peers through virtual learning and some have turned to substance abuse as a coping mechanism. The CGTCAP is committed to working together to focus on the unique needs of our youth population through increase collaboration and discussion at our local meetings. Additionally, the Glenn County Community Action Department, as the Lead Agency for the tri-county Dos Rios Continuum of Care, continues to apply for homeless assistance funding, some of which now has a designated youth support component. Staff will be participating in training workshops through the Homeless Coordinating and Financing Council (HCFC) focused on youth support.

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.

As stated above in question 7 and in our 2020-2021 CAP Plan, the CGTCAP will continue its commitment to serving our youth population. As one of our 2022-2023 priorities is increase interagency collaboration, we will continue working with our county partners through their Behavioral Health and Health and Human Services Departments to identify and address any gaps in youth services, and hopefully identify new partners and key stakeholder groups to expand our community support network.

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)

Our Glenn County Community Action Department administers the state mandated Workforce Innovation Opportunity Act (WIOA program). By leveraging WIOA and CSBG funding, our community receives job and business related services. Our agency works closely with other county departments to provide services to local businesses, their employees, and potential businesses who are looking to begin operations or relocate to our area. We assist with layoff aversion and rehiring when a business is closing. Our agency assists new businesses with the process from prehire to business, including connecting job seekers with potential employers and the hiring process. Additionally, WIOA services include: job fairs and recruitments with various employment opportunities. We partner with RUSH Personnel for hiring services, and the County Office of Education for GED, High School diploma, and/or citizenship obtainment, in addition to connecting individuals with English as a Second Language services. We have partnerships with local colleges, high schools, and businesses in order to improve education and employment opportunities.

WIOA assists with employment for youth and adults in addition to employment preparation, including job training, assistance with unemployment registration and filing, paid work experience through WEX, perform career assessments to help connect employees and compatible employers with the overarching goal of matching them with sustainable employment and improving job retention, and assisting individuals to get accepted into college or job training programs. We have solid relationships with our partners and send referrals to assist with various services, which include but are not limited to, connecting migrant workers with labor board, recording expungement, and filing for unemployment services. These funds help to provide ancillary services to clients that are not covered under WIOA funding. These ancillary services include but are not limited to, assistance with purchasing required uniforms and basic certifications (e.g. ServeSafe).

By providing these ancillary services, clients are able to obtain employment. As a response to the Covid-19 pandemic, Glenn County began posting job flyers and requisitions on social media (Facebook) pages and noticed an immediate uptick response in individuals applying for the advertised positions. We plan to continue this outreach effort even after the pandemic ends, in an effort to increase support of those seeking employment opportunities.

We partner with Colusa and Trinity County WIOA agencies, Health and Human Services, and Employment Coalitions to improve job development opportunities in the region. Our agency actively participates in job development, training, and employment supportive services through our North Central Counties Consortium (NCCC) collaboration to strengthen services for our residents in seeking stable employment and living wage opportunities. Our commitment to employment and training will remain during 2022-2023, and we will continue building opportunities in an effort to respond to the CNA results indicating this area as a priority in the region.

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.

The Colusa-Glenn-Trinity Community Action Partnership staff throughout our three counties, continually refer clients to other local available services. We partner with county Health and Human Services Agencies in the three counties with the goal of preventing malnutrition and counteracting starvation. Clients are able to sign up for CalFresh, WIC, and other health services. Additionally, in Trinity County, we subcontract with their local Food Bank to provide seniors with free and nutritious meals and nutrition information. As a response to the pandemic and continued wildfires effects, our agency continues to partner with local non-profit groups such as the Tri Counties Community Action Partnership (also serving Colusa, Glenn, and Trinity counties) to provide disaster response, which has primarily been emergency food distribution. Additionally, we partnered with adult services and faith-based partners to deliver food and basic supplies to those who were sheltering in place due to the pandemic. We also continued to provide emergency motel vouchers to those displaced by wildfires or the pandemic.

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.

Note: The CGTCAP Board felt that the top five most pressing issues listed by county in the 2020-2021 CAP Plan were similar enough to this year to leave our response the same.

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.

Similarly to our 2020-2021 CAP Plan, our agency continues the established wrap-around service delivery model with a coordinated intake process throughout the three counties and provided staff with appropriate training. This has helped our agency work towards a more stream-lined case management and outcome-based focus. Coordination of data, tracking, and outcomes were captured to reflect program progress, results, and accountability to funding sources, through a ROMA model. The CGTCAP administers and reports findings to the local and regional Continuums of Care (COCs) to seek funding for housing in the region. During this CSBG funding cycle, planning efforts increased between CGTCAP and regional service providers. The agency increased their competitiveness through a regional coordinated approach. New funding sources have been secured in order to seek additional housing services and programs for low-income residents in the three counties, which we will continue developing through 2022-2023 as indicated a priority through community's input. Housing funding and programs increased in 2018 due to the coordination efforts, data, results and outcome measures being tracked effectively.

We will continue to be innovative by restructuring our Lead Agency's organization. Since the last CAP Plan, we have added a Community Action Manager to coordinate our CSBG programs. This manager position works directly with our Program and Administrative Coordinator to work on addressing the challenges with homelessness throughout our communities. Together, they have

established the Dos Rios Continuum of Care Executive Board, which meets monthly to discuss challenges and issues related to housing and homelessness in the tri-county area. Additionally, this team has successfully applied for and obtained additional state and federal grants to assist with homeless prevention, community engagement, and potential housing infrastructure projects. As we hoped for in the 2020-2021 CAP Plan, we have seen an increase in community engagement and collaboration with elected officials, key stakeholders, service providers, business owners, and community members. CSBG funds have specifically been used for this approach by allowing for more involvement in the community and an increase in infrastructure and leveraging of other funding. For the 2022-2023 year, we plan to increase our digital/ electronic presence by consistently updating our website and growing our social media platforms in an effort to increase transparency and reach a larger community base.

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.

The Glenn County Community Action Department (GCCAD), serves as the administrator for the Colusa-Glenn-Trinity Community Action Partnership, which adheres to Glenn County's Department of Finance protocols, practices, and procedures. GCCAD adheres to county budgetary control procedures, generally accepted accounting principals, and pertinent state/ federal rules and regulations. We follow the GASB and OMB circulars, which ensure integrity, accountability and proper stewardship of local, state, federal, and private foundation funds. A separation of financial functions is implemented at every level to safeguard assets. All systems are flow-charted, documented in a county board approved Finance Policy/ Procedure manual, and reviewed internally for strong preventive controls. Financial and grant reports are generated and reviewed by agency management and the CAP Board of Directors. On-going monitoring occurs through: annual assessment, two independent annual audits, various grant/program reviews, and monitoring by funding entities and state agencies, as well as internal county staff to ensure fiscal and programmatic compliance. When monitored/ audited either by internal staff or external via state agencies/ independent auditors, a sample of all fiscal operations and grant program files are reviewed, usually at random, and determined if proper accounting and grant compliance has been performed on each item. Results are communicated so continued compliance can be achieved. The County also has an audit committee which provides oversight of the annual audit and other relevant issues. Finance staff are trained in OMB and are knowledgeable about federal regulatory and grant requirements.

A sampling of monitoring activities may include:

- Program assessments to monitor an individual program's compatibility with the agency's mission of self-sufficiency, ability to maintain funding without CSBG or administrative assistance (sustainability) and efficacy with partners.

- Client surveys monitor satisfaction with timeliness of services, treatment by staff in customer service, services provided and awareness of CSBG programs or leveraged programs.
- Agency staff engagement surveys and SWOT analysis are conducted to capture staff satisfaction with job related training, supervision, administration/management, communication, safety, understanding of mission and strategic plan.

Community surveys are provided in alignment with the CAP Plan to measure community needs and priorities. This effort assists in the identification of programs effectiveness and areas of development to improve CSBG program services.

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.

In accordance with the Glenn County Department of Finance protocols, our agency administers monitoring processes and requirements of documentation from sub-contractors in adherence to financial accounting approved practices. We will adhere to fiscal and grant eligibility monitoring for all subcontractors on a quarterly basis. Our agency conducts desk audits and provide feedback with recommendations for improvement, if necessary.

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 agency adheres and will continue to assess program/ services effectiveness through a results, outcome-based management and accountability evaluation model. All services get final approval from supervising staff on a daily basis as a method of evaluating daily deliverables. During frequent Community Action staff/ team meetings, the program impact is assessed through on-going deliverable and performance discussion. Best practices are reviewed, and the team debriefs on progress of services. The staff meeting analyzes practices and service gaps with the ultimate goal of providing effective service delivery and evaluate compliance to program requirements. Our focus continues to be program effectiveness, alignment with partnerships, and leveraging funds to provide wrap around services to better serve our clients. Additionally, our agency began implementing a Customer Satisfaction Survey in late 2019/ early 2020 to assess the needs of our clients on a continual basis using quantitative data.

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.

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.
Although the Community Needs Assessment focusses primarily on addressing needs of our vulnerable populations, our partner agencies also need support. With the COVID-19 pandemic, agencies across the tri-county region found filling vacant positions challenging, as recruitments have not been as successful as they have in the past (limited to no applicants). Additionally, Trinity County has struggled with filling positions, as there is limited housing stock available due to the August Complex wildfire destroying many homes in 2020. There is a need in all three counties for continued and increased collaboration to address community needs.
2. Describe the steps your agency is planning to take to address the Agency Level need(s).
The Glenn County Community Action Department serves as the Lead Agency for the CGTCAP and the Dos Rios Continuum of Care. Our agency is dedicated to not only serving our community members but our partners and stakeholders as well. With the success of our Dos Rios Continuum of Care Executive Board, which meets monthly to collaborate on homelessness needs, we plan to

start having monthly office hours for our CSBG partners and sub-recipients to increase communication and collaboration. We think this value added, intentional planning will help decrease duplicative efforts and increase resource and idea sharing among agencies, both within the counties and across our tri-county region.

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
Summary of 2021 Community Needs Assessment	C

Appendix A

Copy of Notice of Public Hearing.

(Published in the Sacramento Valley Mirror on 5/29/2021)

Appendix B

Low-Income Testimony and Agency's Response from Public Hearing and Public Comment Period.

Appendix C

Summary of 2021 Community Needs Assessment.

Colusa-Glenn-Trinity Community Action Partnership (CGTCAP)

2021 Community Needs Assessment Summary



Christine Zoppi, Executive Director

Vision Statement

To become a convener of community services as a result of organizational excellence and superior financial stewardship.

Mission Statement

To respectfully assist citizens to achieve and sustain self-sufficiency through direct services, education and community partnerships.

Lead Agency:

Glenn County Community Action Department
125 E. Walker Street
Orland, CA 95963
(530) 865-6129

Executive Summary

The Colusa-Glenn-Trinity Community Action Partnership (CGTCAP) administers the Community Services Block Grant (CSBG) on behalf of the tri-county region. The Community Action agencies are administered by the California Department of Community Services and Development, and at a federal level by the Office of Community Services. CGTCAP is a multi-county community action organization, which encompasses Colusa, Glenn and Trinity counties, under a joint-powers agreement since 1988, with a goal to maximize resources to alleviate poverty-related issues faced by low-income and vulnerable populations in the region. Every two years, Community Action agencies are required to complete a comprehensive community needs assessment, which engages community stakeholders in identifying their local needs and priorities.

Local Stakeholder Meetings

Local Stakeholder Meetings were conducted in Colusa, Glenn, and Trinity County in March 2021 via zoom. In attendance was representation from County government, City government, Board of Supervisors, private businesses, faith-based organizations, health care providers, educational system, and community citizens. Each meeting was 1.5 hours in length, and began with a presentation recapping the results of the 2019 Community Needs Assessment and the goals identified in the 2020-2021 Community Action Plan. The participants were then polled on what they believed currently to be the most pressing issues facing the community for individuals, families, and youth, the results of which are represented in Table 1 and Table 2. The stakeholder group broke into small group discussions using the “breakout” room feature in Zoom. A member of the Community Action Plan team participated in these breakout rooms by prompting the group with the questions listed in Appendix A and taking down detailed notes of the discussions that were had.

COLUSA COUNTY	GLENN COUNTY	TRINITY COUNTY
Income or job stability (80%)	Housing instability or affordability (78%)	Housing instability or affordability (69%)
Housing instability or affordability (73%)	Mental health/wellness (56%)	Mental health/ wellness (62%)
Education or skill needs (60%)	Income or job stability (44%)	Substance use disorders (62%)
Mental health/wellness (60%)	Education or skill needs (39%)	Income or job stability (62%)
Lack of overall health/wellness (40%)	Substance use disorders (39%)	Education or skill needs (38%)

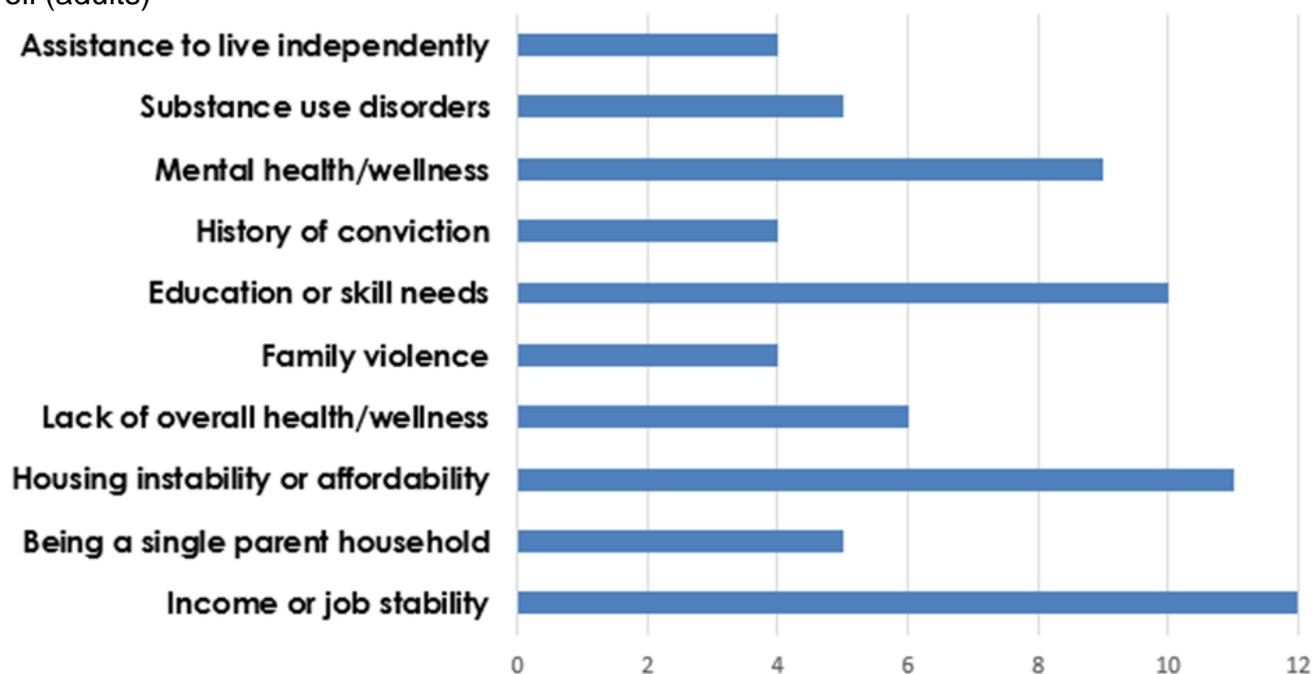
Table 2: TOP 5 PRESSING ISSUES FACING YOUTH IN THE COMMUNITY		
COLUSA COUNTY	GLENN COUNTY	TRINITY COUNTY ¹
Education or skill needs (73%)	Education or skill needs (61%)	Substance use disorders (1)
Housing Instability or affordability (67%)	Housing instability or affordability (50%)	Income or job stability (1)
Mental Health/wellness (60%)	Mental health/wellness (44%)	Housing instability or affordability (2)
Income or job stability (53%)	Assistance to live independently (33%)	Education or skill needs (3)
Substance Use Disorders (40%)	Income or job stability <i>and</i> Family Violence <i>and</i> Substance Use Disorders (tied at 28%)	Mental health/wellness (3)

In the proceeding sections, summaries of the information gathered in Colusa, Glenn, and Trinity County's respective Stakeholder meetings, is presented, with additional research and findings.

Colusa County

Data findings:

Poll (adults)



¹ Poll is ranked by the frequency of answers, rather than the percentage of the group had chosen the response.

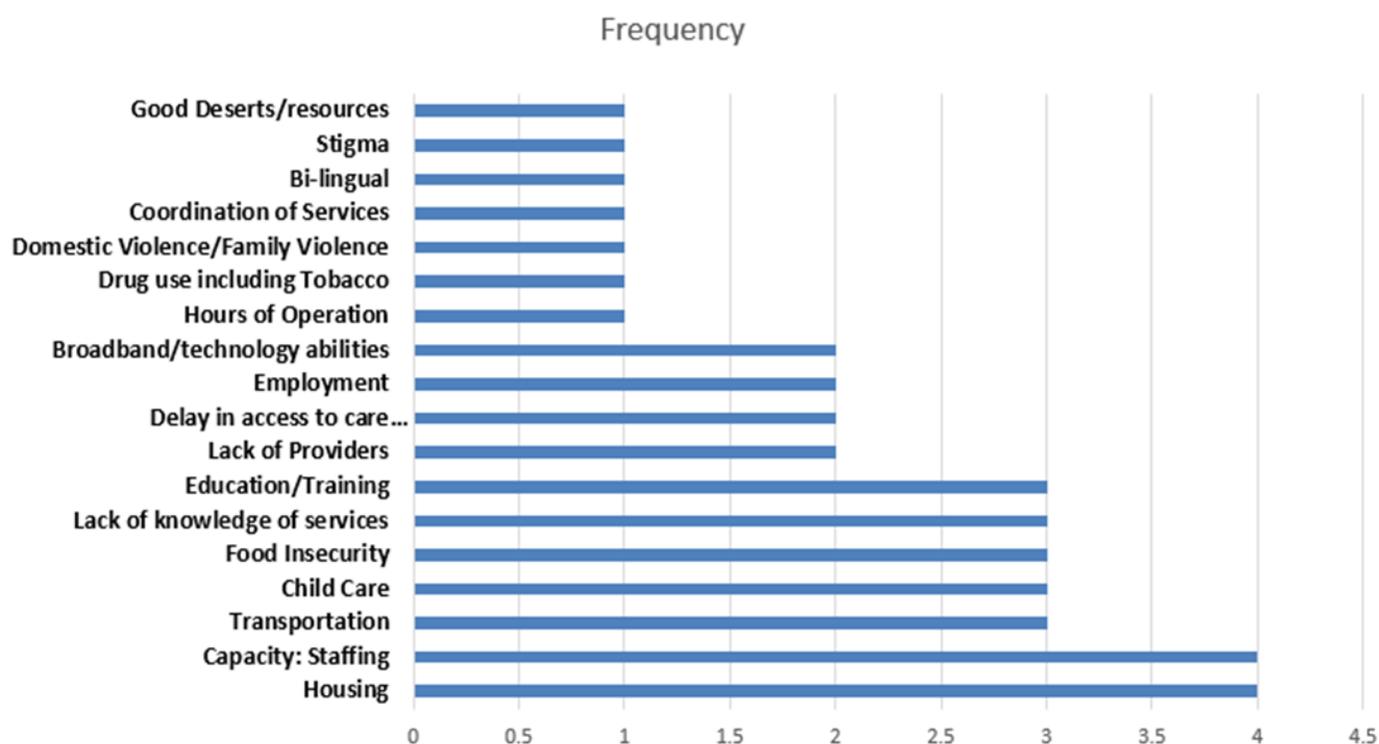


Figure 1 Frequency of topic discussed in the breakout zooms.

The top, pressing issues for Colusa County align with the previous community needs assessment findings. The order of importance changes slightly with this group of stakeholders; however, all were previously identified via the 2019 CNA:

- Income or job stability
- Housing instability or affordability
- Education or skill needs
- Mental Health/Wellness

Discussion highlights of Colusa break out rooms:

Outreach:

- Drive through events, Food banks, Library
- Social media, not everyone has access

COVID challenges only (same challenges as normal, exacerbated)

- Broadband to access telehealth
- Individuals with technology challenges
- Food insecurity has increased
- Increase of tobacco use and substances in youth
- Special education and referrals to regional center decreased (identifying and accessing)
- Domestic Violence

Internal Challenges

- Capacity, Outreach, Coordination of services/duplication of services

External Challenges

- Funding shift at the school board: loss of positions, increase in capacity challenges
- Affordable housing availability
- Education/skills training
 - Youth
- Lack of resources: access points
 - No grocery stores or gas station in Grimes
- Awareness of services in the community

Issues that are not being addressed:

- Delay in BH services, non-county BH services
 - Youth
- Non-County providers for services
 - Often sent out of county for services
 - Transportation to out of county services
- Delay in connecting homeless to services
- Foster youth some of most vulnerable to challenges of limited jobs, housing, and services
- Daycare availability
- Stigma
- Non-traditional hours of operation
- No smoking cessation in the County
- Transportation
 - Frequency of stops/routes takes all day to go to an appointment
 - Seniors impacted
 - Hours of operation past business hours
 - Update of County website

Solution Ideas

- RFP for transportation services
- Hire Staff for transportation services
- Offer Saturday hours
- Hire a housing navigator designated to address needs
- Transitional housing
- Bi-lingual staff
- ROP/ trade jobs
- Training: skills fork lift certificate program
- Satellite office for BH would be helpful

Pressing Need: Income or job stability

According to the California Employment Development Department (EDD), the Colusa County unemployment rate reported as of February 2021 was 15.9%, with the unemployment rate for the state of California at 8.5% in the same month. Colusa County, along with one other California county, share the highest percentage of unemployment in California. The following highest percentage of unemployment is 12.2%. In the local Stakeholder meeting, 80% of participants noted income or job stability as the top, pressing issue. The COVID pandemic has been a considerable contributor to the reason why these numbers are so high. Many community members have lost their jobs due to cutbacks. An individual in one of the break-

out rooms stated there are jobs we are just having a hard time fill them due to all that comes with COVID (required time off, quarantining, layoffs, lack of daycare, lack of in-person schooling, etc.)

<https://www.edd.ca.gov/Newsroom/unemployment-february-2021.htm>

COLUSA	10,560	8,890	1,680	15.9%
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Pressing Need: Housing affordability and availability

Housing availability and affordability continue to be a pressing need in Colusa County. Of the participants in the Colusa local stakeholder meeting, 73% of the individuals identified this as a top need in the community. As reference in Figure 1, Housing availability was the most frequently discussed topic in the small group discussions. This lack of housing inventory affects individuals of all economic statuses in Colusa County, making it increasingly difficult for low-income populations.

The housing services currently offered in Colusa County include emergency shelter funds, a domestic violence shelter, transition housing, and funding for rapid rehousing.

Table 1: QuickFacts, Category: Housing, Colusa County, California; provided by United States Census Bureau

 Population estimates, July 1, 2019, (V2019)	21,547
 PEOPLE	
Population	
 Population estimates, July 1, 2019, (V2019)	21,547
 Population estimates base, April 1, 2010, (V2019)	21,407
 Population, percent change - April 1, 2010 (estimates base) to July 1, 2019, (V2019)	0.7%
 Population, Census, April 1, 2010	21,419

Table 2: Hard-to-Count Characteristics, Colusa County, California; provided by the United States Census Bureau

Hard-to-Count Characteristics	
The California Hard-to-Count (CA-HTC) Index is based on multiple demographic, housing and socioeconomic variables correlated with an area being difficult to enumerate. Census tracts with higher indexes are likely to be places that will pose significant challenges to enumerate in 2020.	
Percent of Total Housing Units:	
That are vacant (includes seasonal)	11.8%
With 3 or more units in a multi-unit structure	8.8%
Percent of Occupied Housing Units (or Households):	
That are renter-occupied	35.8%
That are overcrowded	2.2%
Without broadband Internet	25.5%
With limited-English speaking ability	9.0%
That are non-family	24.7%
Receiving public assistance income	3.2%
Percent of population:	
Under 5 years old	7.2%
That is foreign-born	25.7%
Who moved from outside county in past year	3.2%
With income below 150 percent of poverty level	27.6%
Age 16 or older that are unemployed	5.9%
Age 25 or older who are not high school graduates	30.6%

Housing affordability and instability 35.8% of Colusa houses are occupied by individuals/families who are renting. Colusa is a rural county, and internet access is a notable barrier, with 25.5% of households are without broadband internet. 24.7% are living in a household with non-family members. This press release is available at: <https://census.ca.gov/wp-content/uploads/sites/4/2019/06/Colusa-County.pdf>

Pressing Need: Education or skills needs

In the last year, due to COVID-19, Colusa County has experienced unforeseen negative shifts due to funding reallocations, causing capacity issues and loss of positions. One community Stakeholder representative spoke about older youth needing to take care of the younger siblings due to the

lack of daycare, school, and/or the need for the parents(s) to work. Individuals recommended trade school training, Regional Occupation Programs (ROP), and certificate programs.

Pressing Need: Youth

In the local Stakeholder meeting, it was found that youth are facing the same top 3 pressing issues of Education or skill needs (1), Income or job stability (2), and Housing instability or affordability (3). Since the COVID-19 pandemic, the community has dealt with school closures, lack of recreational activities, and youth's need to have creative outlets while the shelter in place was in order. As noted above, income or job stability is the highest in California. This affects youth when the primary source of income is interrupted—in turn, affecting the housing stability of a family unit.

Conclusion:

In Colusa County, the overall trends are the need for income or job stability, affordable housing, and education and skill attainment. Although there are many services offered in Colusa County to serve low-income populations, there are many compounding problems. Lack of transportation, lack of internet access, income, housing, education, awareness, and resources/access points are all factors that contribute to and amplify the significant challenges faced by the low-income population in Colusa County.

Glenn County

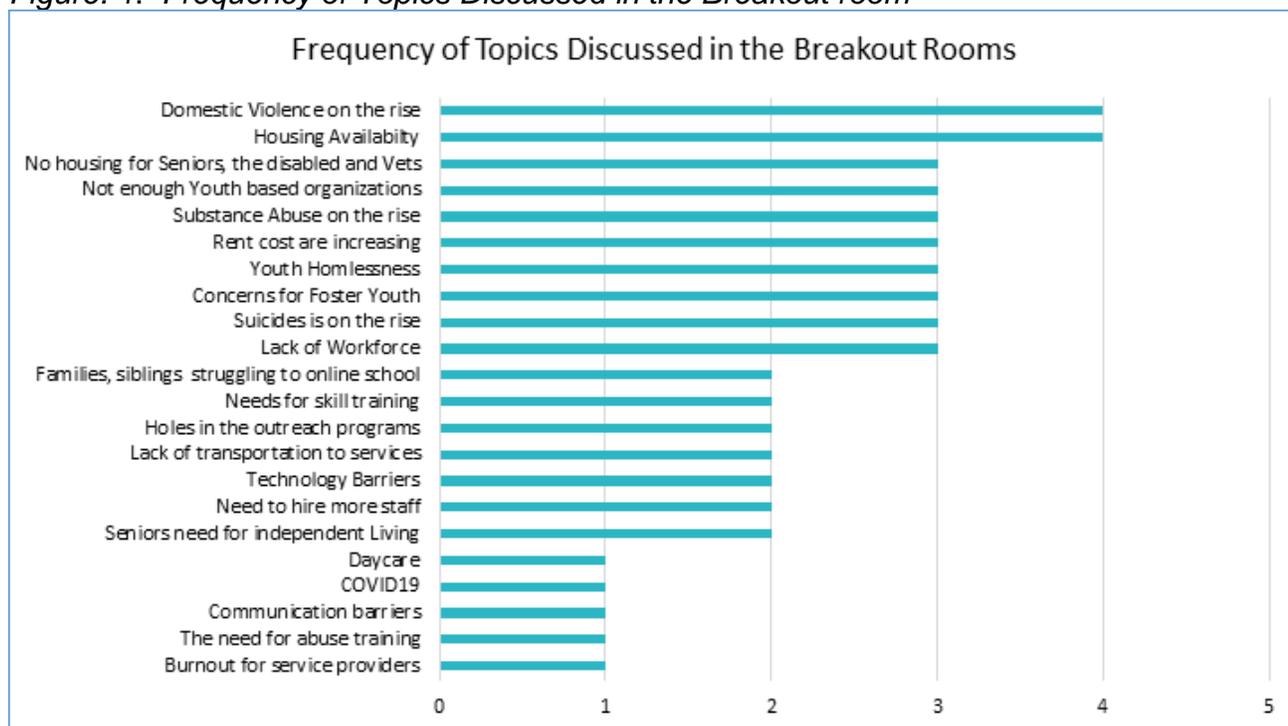
Introduction

The Glenn County Community Needs Assessment Team (GCCNA) facilitated a Glenn County Stakeholders Zoom Meeting on March 17, 2021, to identify the current needs in our Community. In attendance were representatives from private businesses, faith-based organizations, the education system, the County Government, the City Government, and the Board of Supervisors. The hour and a half meeting started with a 2019 Community Needs Assessment (CNA) presentation and the 2020-2021 Community Action Plan goals. Following the presentation, the GCCNA team presented two Zoom Poll questions regarding the most pressing issues for families, neighbors and youth are facing in the Community and shared the results with the Stakeholders. The GCCNA team facilitated Zoom Breakout Rooms to discuss established questions regarding outreach services, challenges to providing services to the vulnerable population, and best coordinate assistance for the County. Additionally, the CGTCAP Staff focused a needs and services based assessment at our Staff Meeting on March 16, 2021, following a similar protocol.

Data Findings:

The frequency of topics discussed during the breakout rooms (*Figure. 1*) shows the areas of concern for the Community. The top issues are as follows: Mental Health and Wellness, Housing Affordability and Availability, Youth Homelessness and Education, Substance Abuse and Domestic Violence, and Instability in the Workforce and Skills needed. The consensus is that the Community needs are the same as in 2019; however, COVID19's effect intensified several issues such as suicide and substance abuse and created barriers to providing services.

Figure. 1. Frequency of Topics Discussed in the Breakout room



The Zoom Poll results for both questions show consistency with the topics discussed in the breakout rooms. For question one, “What are the most pressing issues for the Community?” (Figure 2), the results show the following: Housing Instability and Affordability, Mental Health and Wellness, Income or Job Stability, Education or skills needed and Substance Abuse disorders. For question two, “What are the most pressing issues for Youth?” (Figure 3.) The results show the following: Education or skills needed, Housing Instability and Availability, Mental Health and Wellness, Assistance to live independently, and Income or job Stability.

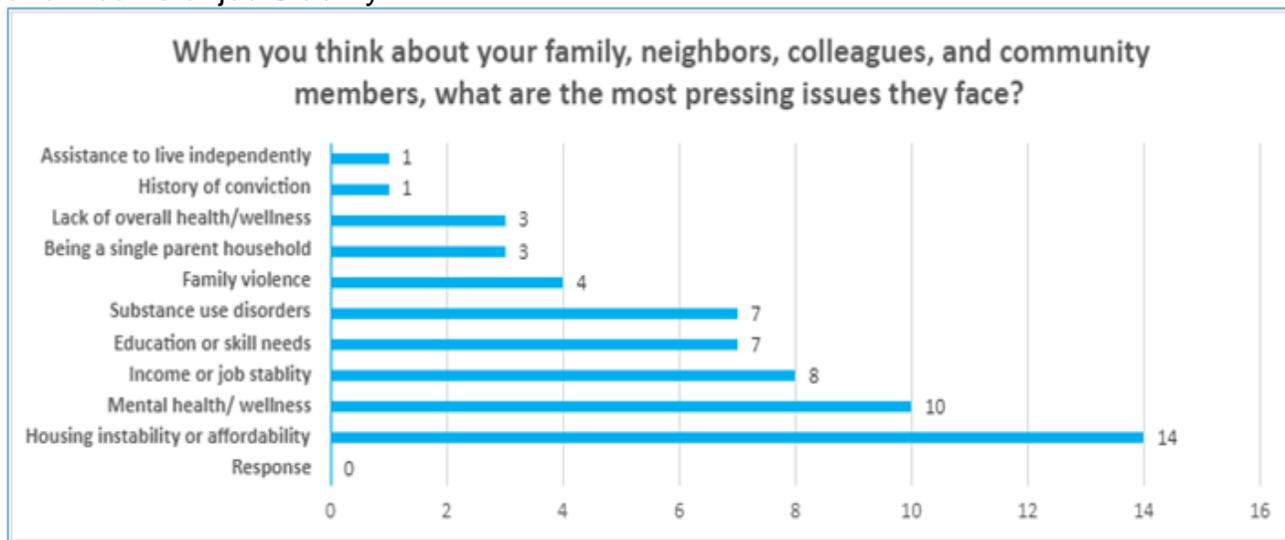


Figure. 2. Most pressing issues facing the Community

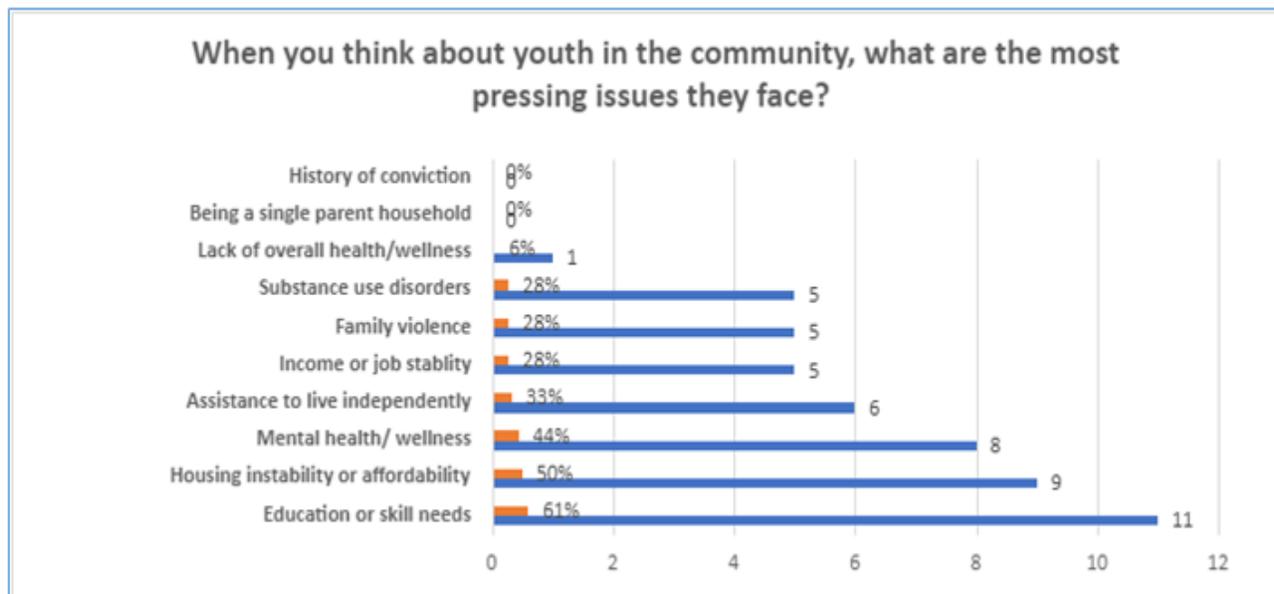


Figure.3. Most pressing issues facing the Youth

Glenn County MHSa Stakeholders Survey: In a recent MHSa Stakeholders Survey conducted by Glenn County Behavioral Health in the winter of 2021, the following results show an increase in mental health issues in the Community. The data collected supports the topics discussed at the Glenn County Stakeholders meeting concerning the mental health and wellness issues.

Absolutely Essential/Very Important

- **92% Suicide**
- **91% Social Isolation/Feeling Alone**
- **90% Depression**
- **90% Family Conflict/Stress**
- **90% Substance Abuse**

Underserved Population

The MHSA survey also produced results showing the underserved population or groups the Stakeholders felt were being underserved.

Are there any populations or groups of people whom you believe are not being adequately served by the behavioral health program of Glenn County?

(Respondents may select multiple answers) 96 Respondents chose the following as the most underserved:

- **Native/Tribal Communities (30)**
- **Middle/High School Aged youth (13-17) (28)**
- **Older adults (60+) (27)**
- **Persons experiencing homelessness (27)**
- **Elementary School Aged Children (6-12) (26)**
- **Veterans (25)**

Poverty:

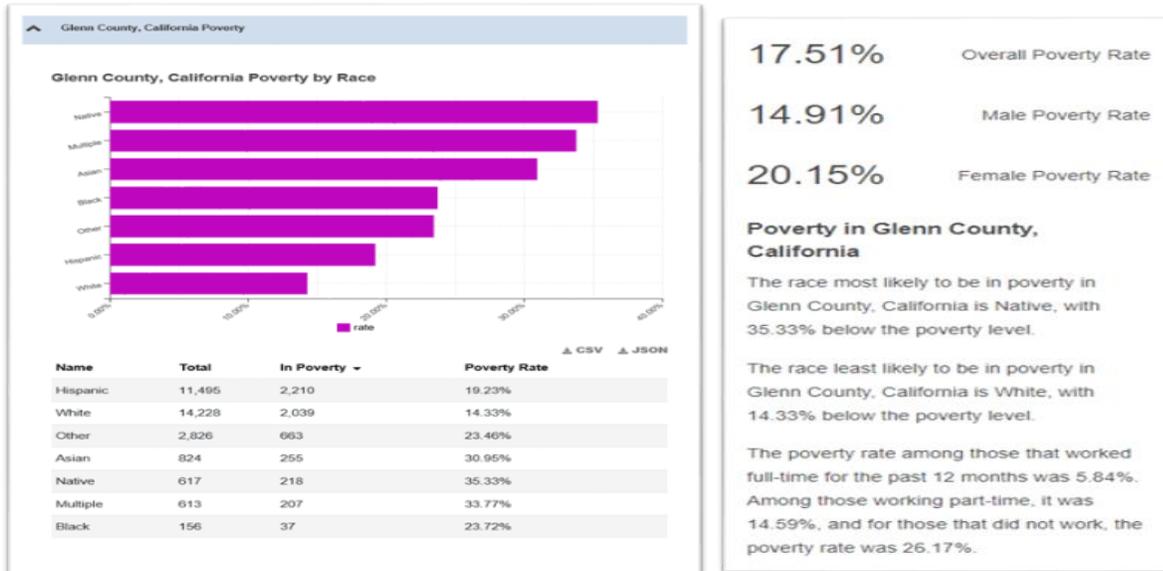
Data from the US Census shows the Poverty Thresholds for 2020 by Size of Family and Number of Related Children under 18 Years.

Size of family unit	Related children under 18 years								
	None	One	Two	Three	Four	Five	Six	Seven	Eight or more
One person (unrelated individual):									
Under age 65.....	13,465								
Aged 65 and older.....	12,413								
Two people:									
Householder under age 65.....	17,331	17,839							
Householder aged 65 and older.....	15,644	17,771							
Three people.....	20,244	20,832	20,852						
Four people.....	26,695	27,131	26,246	26,338					
Five people.....	32,193	32,661	31,661	30,887	30,414				
Six people.....	37,027	37,174	36,408	35,674	34,582	33,935			
Seven people.....	42,605	42,871	41,954	41,314	40,124	38,734	37,210		
Eight people.....	47,650	48,071	47,205	46,447	45,371	44,006	42,585	42,224	
Nine people or more.....	57,319	57,597	56,831	56,188	55,132	53,679	52,366	52,040	50,035

Source: U.S. Census Bureau.



The preliminary estimates of the weighted average poverty thresholds for 2020 are calculated by multiplying the 2019 weighted average thresholds by a factor of 1.0123368, the ratio of the average annual Consumer Price Index for All Consumers (CPI-U) for 2020 to the average annual CPI-U for 2019. These estimates may differ slightly from the final thresholds that will be published in September 2021 with the release of the official poverty estimates for 2020.

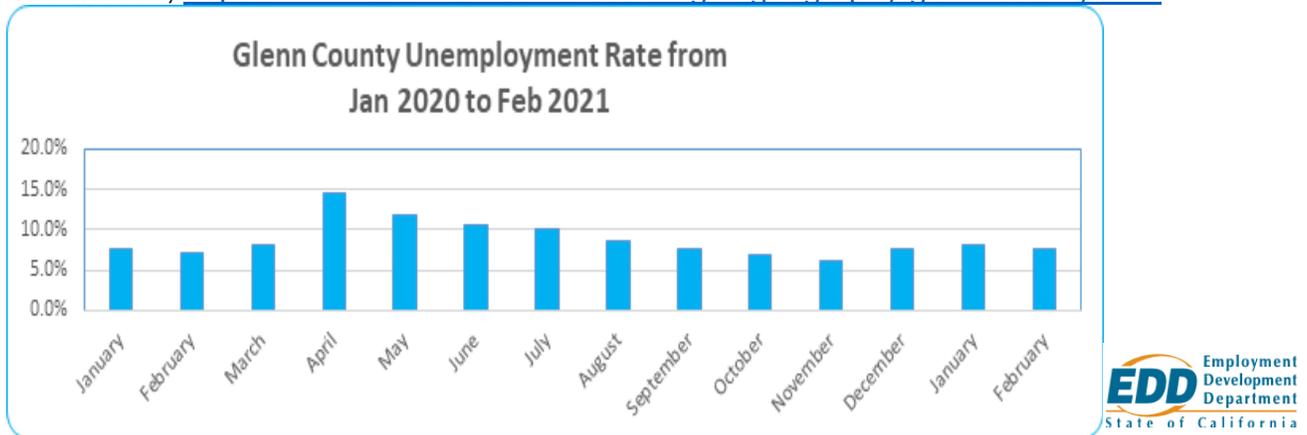


Unemployment

The Employment Development Department (EDD) historical data shows Glenn County reaching an unemployment rate of 14.4% in April 2020. This being an effect of the Pandemic, the unemployment rate is projected to slowly decrease as the opening of California in 2021. The release of additional monies to unemployed workforce by the State and Federal agencies, has delayed the return of the workforce.

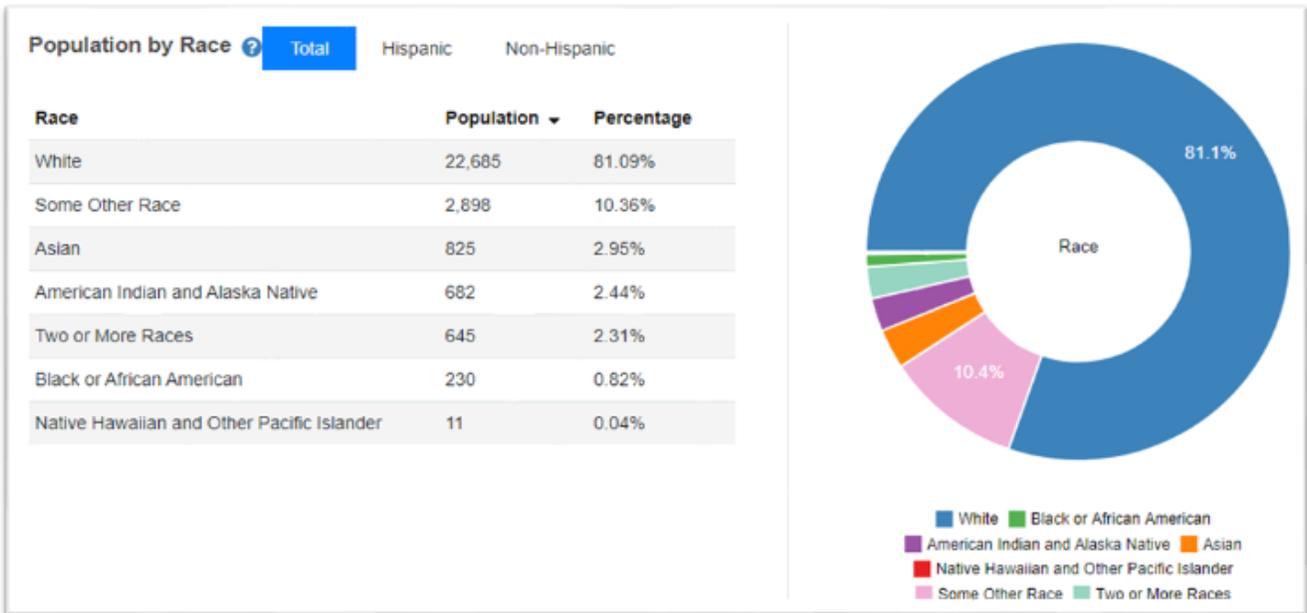
Source: EDD Labor Market

Information, <https://www.labormarketinfo.edd.ca.gov/geography/glenn-county.html>



Population Growth

Glenn County, California's estimated population is 29,245 with a growth rate of 1.48% in the past year according to the most recent United States census data. Glenn County, California is the 49th largest county in California. The 2010 Population was 28,127 and has seen a growth of 3.97% since this time. The growth rate of Glenn County could add to the pressing issue of Housing Affordability and Availability.



Source: World Population Review <https://worldpopulationreview.com/us-counties/ca/glenn-county-population>

Housing

Housing Affordability and Availability is a main topic of concern for Glenn County Stakeholders. Glenn County has seen an increase of 593 people in 2020 as a result of the Campfire. The projections of population growth for Glenn County could increase the unavailability of affordable housing.



The average sale price of a home in Glenn County was \$325,000 last month, up **12.7%** since last year. The average sale price per square foot in Glenn County is \$222, up 7.8% since last year.

Source: Redfin <https://www.redfin.com/county/313/CA/Glenn-County/housing-market>

The 2020 Affordable Housing Needs Report offers specific recommendations to policymakers to remedy California’s housing challenges and highlights key indicators of housing affordability for low-income families in Glenn County, including: market conditions, federal and state funding, local wages and rent, and housing production/preservation.

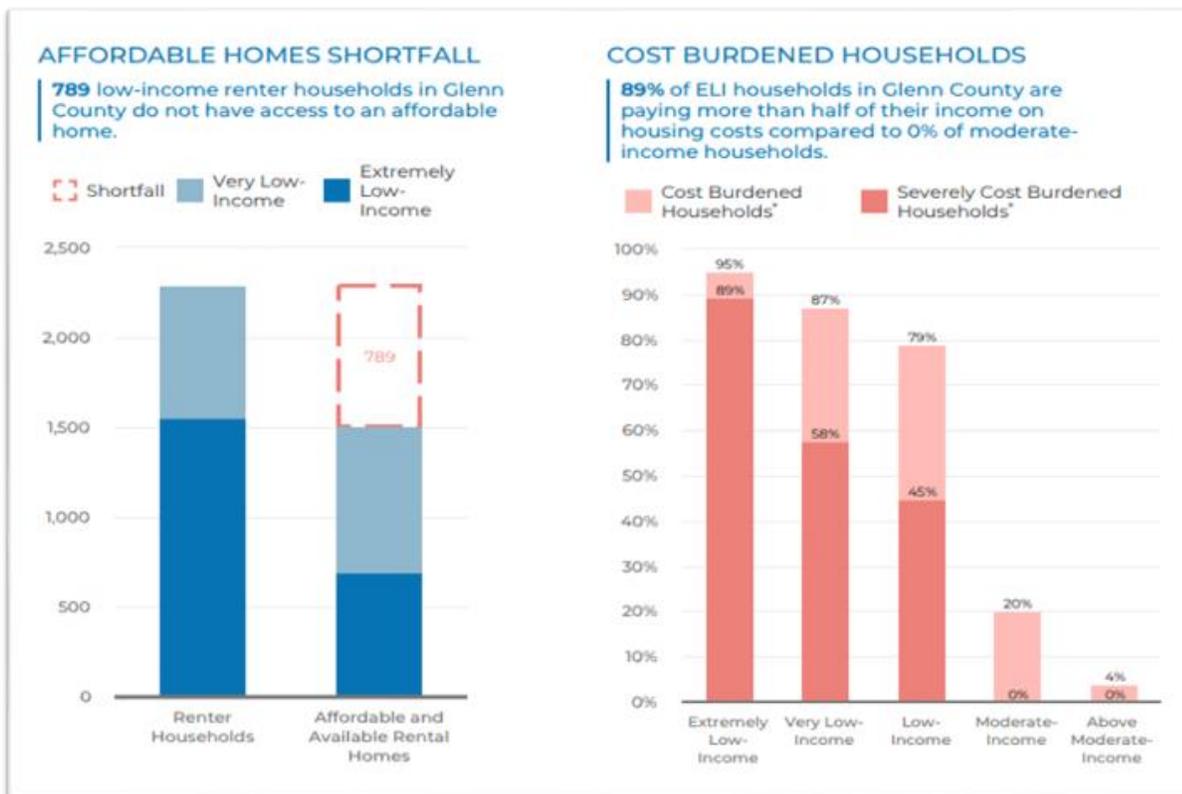
GLENN COUNTY 2020 Affordable Housing Needs Report



KEY FINDINGS

- 789** low-income renter households in Glenn County do not have access to an affordable home.
- Low-Income Housing Tax Credit production and preservation in Glenn County **increased slightly** since 2016 while state production and preservation **decreased 13%**.
- 89%** of extremely low-income households are paying more than half of their income on housing costs compared to 0% of moderate-income households.
- Renters in Glenn County need to earn \$15.54 per hour — **1.2 times** the state minimum wage — to afford the average monthly asking rent of \$808.
- In Glenn County, state funding **decreased 85%** and federal funding **decreased 69%** for housing production and preservation from FY 2008-09 to FY 2018-19.

MAY 2020





COST OF LIVING

After paying the high cost of housing, very low income households in Glenn County are short \$15,127 annually for basic needs.

LIHTC PRODUCTION AND PRESERVATION Glenn County's Low-Income Housing Tax Credit production and preservation increased slightly from 2016-2019.

Source: <https://chpc.net/resources/glenn-county-housing-need-report-2020/>

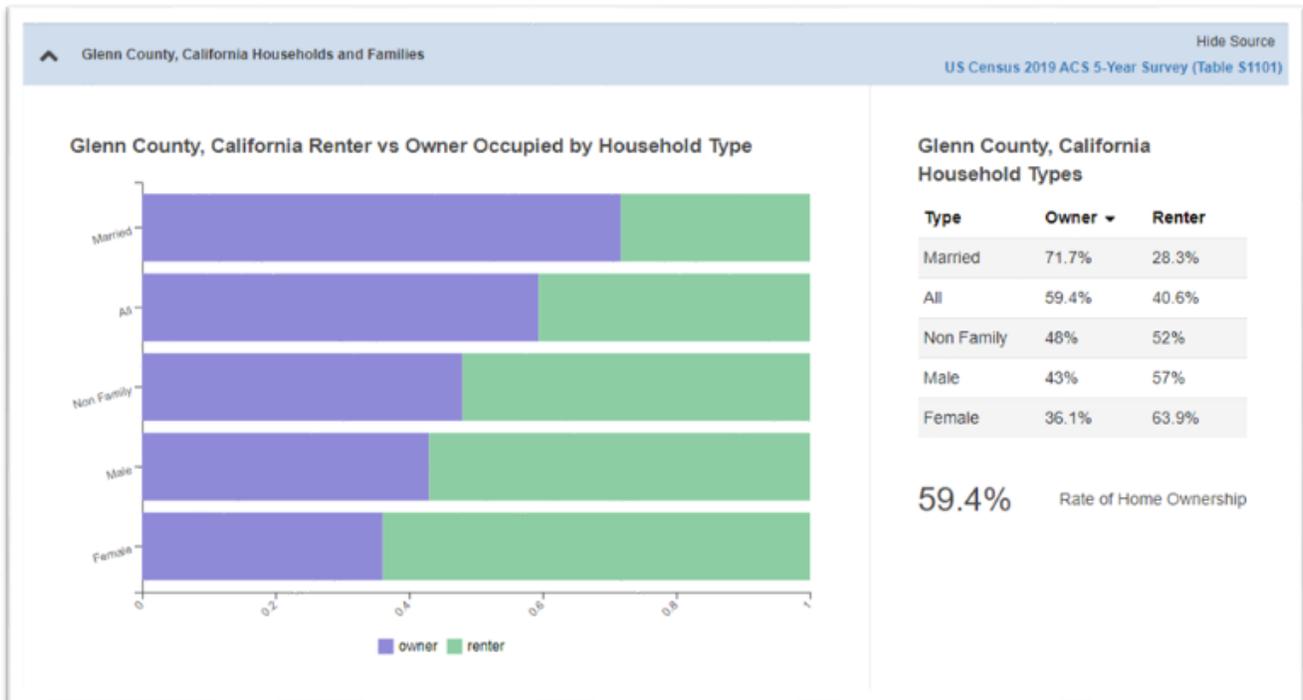
Studio / Efficiency	\$ 666
1-Bedroom	\$ 747
2-Bedroom	\$ 984
3-Bedroom	\$ 1224
4-Bedroom	\$ 1334

Glenn County Fair Market Rent FY 2021 Glenn County Rental Data.

Glenn County Fair Market Rent (FMR) are **high** compared to the national average. This FMR area is more expensive that **77%** of other FMR areas. Fair Market Rent for a two-bedroom apartment in Glenn County is **\$926**. Per month. The previous year, rent for a two-bedroom home was **\$883** per month. This is a **4.8%** increase from last year. The FMR rate applies to Artois, Butte City, Glenn, Willows, and Orland.

<https://www.rentdata.org/glenn-county-ca/2021>

The following diagram shows the Glenn County Renter vs. Owner Occupied by Household Type.



<https://worldpopulationreview.com/us-counties/ca/glenn-county-population>

Education

The Glenn County Stakeholder discussions yielded concerns for graduates finding work and the lack of trade school skills offered in the County. California EDD reports for the Capital Region (Alpine, Glenn, Colusa, Placer, Sacramento, Sutter, Yolo, El Dorado, and Yuba Counties) the Top In-Demand Middle-Skill Occupations are as follows:

- Teacher Assistants
- Heavy and Tractor-Trailer Truck Drivers
- Medical Assistants
- Nursing Assistants
- Automotive Service Technicians and Mechanics

https://edd.ca.gov/jobs_and_training/Top_Middle-Skill_Occupations.htm

The California EDD 2016-2026 Local Employment Projections Highlights (Diagram.1.) shows the North Valley Region (Colusa, Glenn, and Tehama Counties) will have an increase in the Farm, Construction, Trade, Transportation, Educational Services, and Government. The 2016-2026 Fastest-Growing Occupations (Diagram 2) lists Carpenters, Steel Workers,

Construction, Nursing assistants, Personal Care Aides, Pipelayers, Heavy and tractor-Trailer Drivers, Medical Assistants, Electricians, and Operating Engineers as the projected fastest-growing occupations.

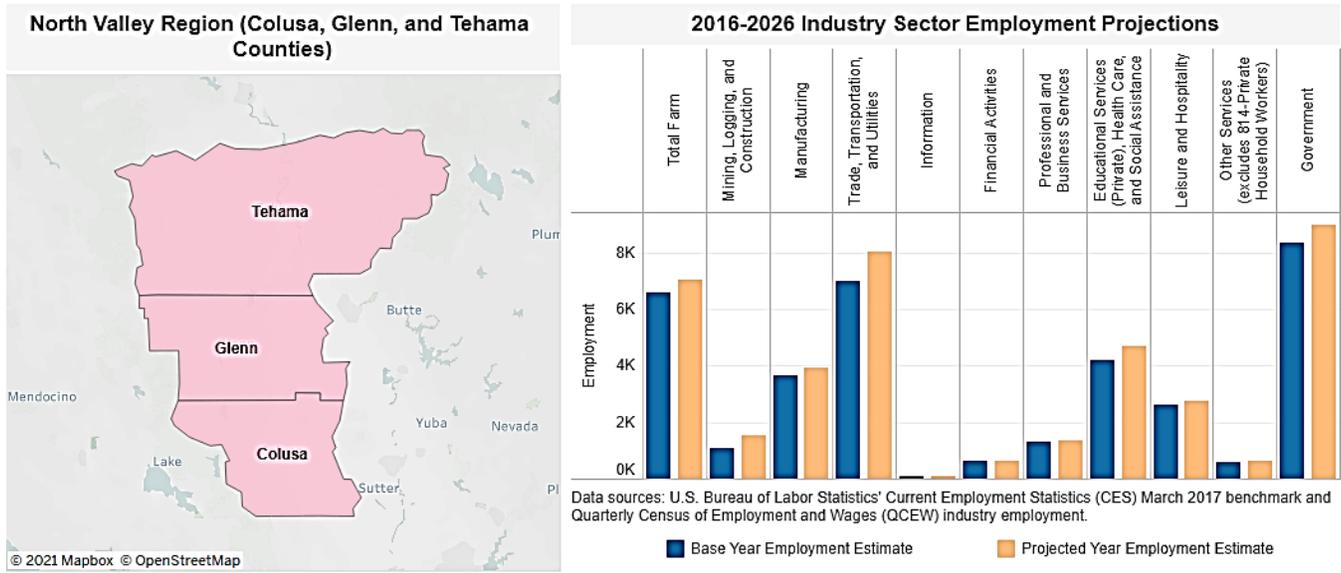


Diagram 1. 2016-2026 local Employment Projections Highlights

Standard Occupational Classification	Occupational Title	Base Year Employment Estimate	Projected Year Employment Estimate	Percentage Change	Median Hourly Wage	Median Annual Wage
47-2031	Carpenters	130	190	46.2%	\$25.48	\$53,000
47-2221	Structural Iron and Steel Workers	90	120	33.3%	\$21.77	\$45,284
47-2061	Construction Laborers	230	300	30.4%	\$18.89	\$39,279
31-1014	Nursing Assistants	200	260	30.0%	\$20.85	\$43,366
39-9021	Personal Care Aides	1,400	1,770	26.4%	\$11.52	\$23,967
47-2151	Pipelayers	80	100	25.0%	\$24.05	\$50,028
53-3032	Heavy and Tractor-Trailer Truck Drivers	1,090	1,330	22.0%	\$19.07	\$39,666
31-9092	Medical Assistants	140	170	21.4%	\$16.19	\$33,667
47-2111	Electricians	100	120	20.0%	\$25.84	\$53,753
47-2073	Operating Engineers and Other Construction Equipment Operators	160	190	18.8%	\$28.09	\$58,435

Diagram 2. 2016-2026 Fastest Growing Occupations

Source: <https://www.labormarketinfo.edd.ca.gov/data/employment-projections.html#Long>

Glenn County has a population of 14.60% with less than 9th-grade education and a 10.57% with 9th to 12th-grade education (Diagram 3.), that could earn their high school diploma through local programs; and join the 27.24% of high school graduates that could take advantage of skill trade training and increasing their earnings. Glenn County Average Earnings by Education (Diagram 4.) shows a 47% difference in income from high school diplomas and some college. The Glenn County Poverty Rate by Education (Diagram 5) shows a population earning below a poverty rate and could benefit from extended training to better their lives.

[CSV](#) [JSON](#)

Education Attained	Count	Percentage
Less Than 9th Grade	2,621	14.60%
9th to 12th Grade	1,897	10.57%
High School Graduate	4,890	27.24%
Some College	4,347	24.22%
Associates Degree	1,655	9.22%
Bachelors Degree	1,964	10.94%
Graduate Degree	577	3.21%

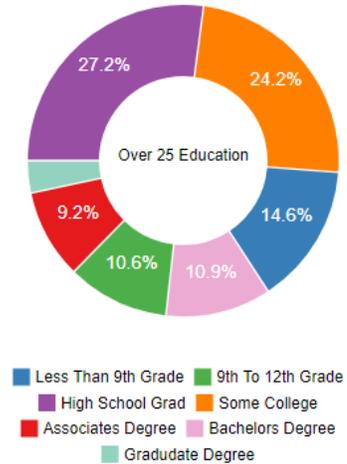


Diagram 3. Glenn County Education Attainment

[CSV](#) [JSON](#)

Name	Average	Male	Female
Overall	\$29,893	\$35,239	\$24,712
Less Than High School	\$26,102	\$28,947	\$14,370
High School Grad	\$26,932	\$33,203	\$22,191
Some College	\$27,166	\$35,771	\$24,453
Bachelors Degree	\$54,487	\$64,350	\$52,531
Graduate Degree	\$62,396	\$81,250	\$61,339

\$29,893 Average Earnings

\$35,239 Average Male

\$24,712 Average Female

Diagram 4. Glenn County Average Earnings by Education.

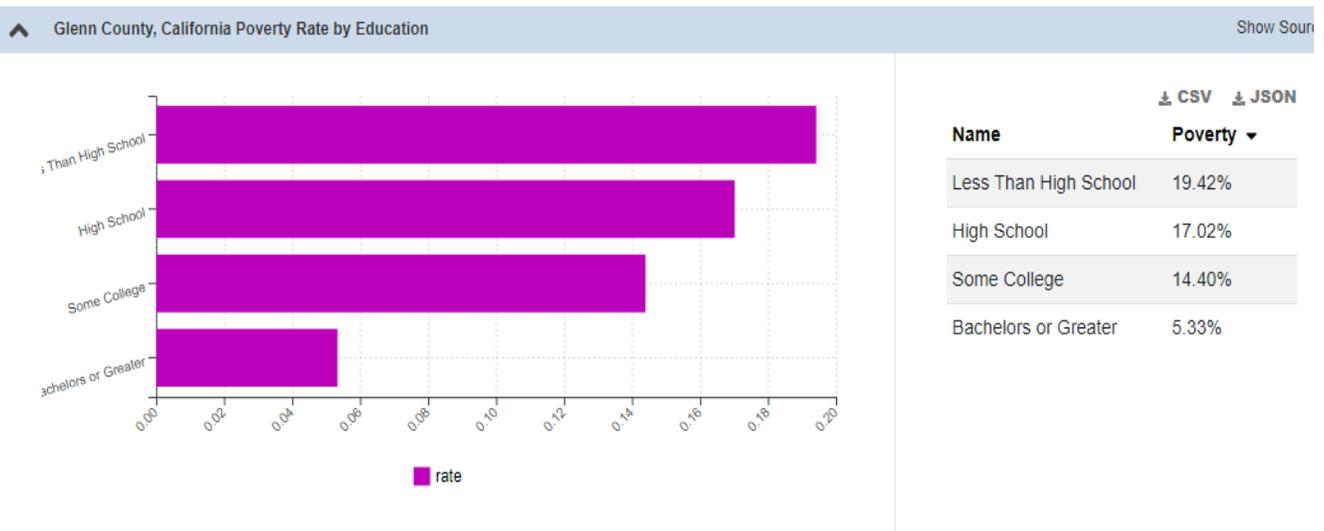


Diagram 5. Glenn County Poverty by Education

Source: <https://worldpopulationreview.com/us-counties/ca/glenn-county-population>

Trinity County

Data findings:

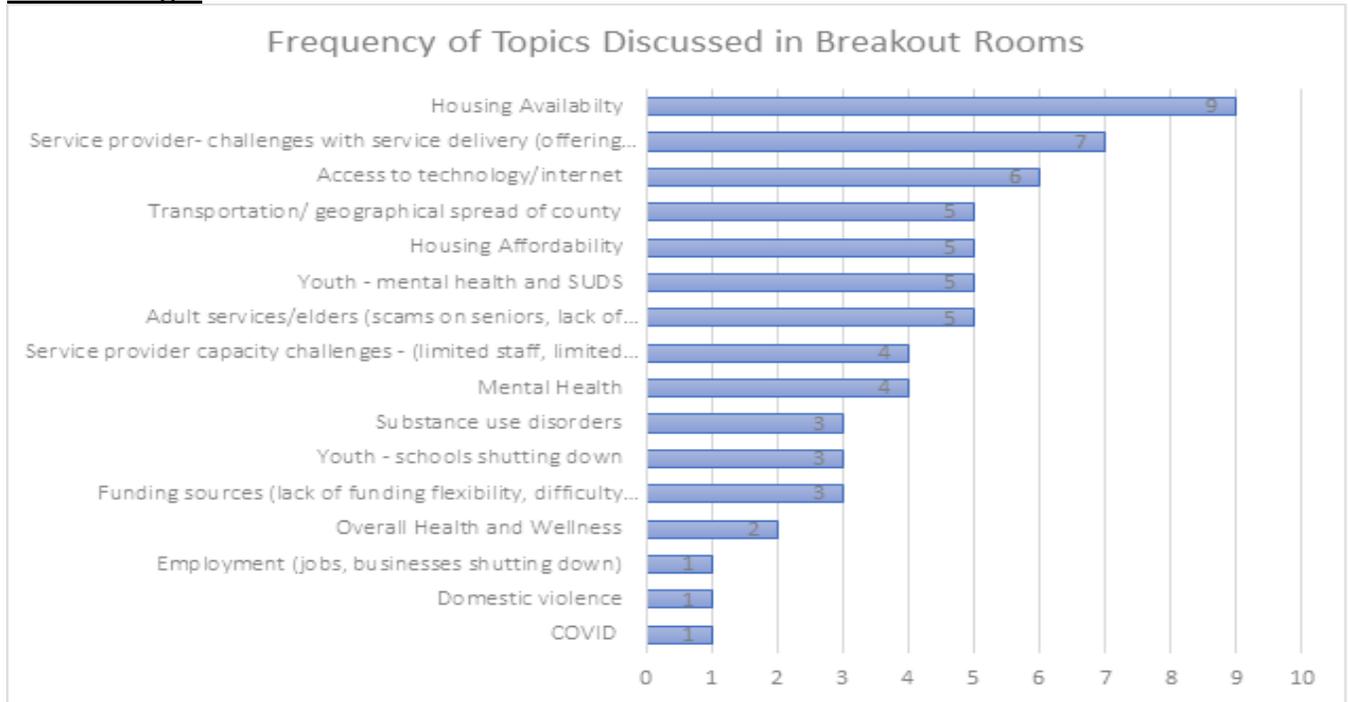


Figure 1 Frequency of topic discussed in the breakout zooms.

Pressing Need: Housing affordability and availability

Housing availability and affordability continues to be a pressing need in Trinity County. Of the participants in the Trinity local stakeholder meeting, 69% of the individuals identified this as a top need in the community. As reference in Table 1, Housing availability was the most frequently discussed topic in the small group discussions. This lack of housing inventory affects individuals of all

Table 1: Hard to Count Characteristics, Trinity County

Population estimates, July 1, 2019, (V2019)		12,285
PEOPLE		
Housing		
Housing units, July 1, 2019, (V2019)		9,013
Owner-occupied housing unit rate, 2015-2019		68.9%
Median value of owner-occupied housing units, 2015-2019		\$287,700
Median selected monthly owner costs -with a mortgage, 2015-2019		\$1,454
Median selected monthly owner costs -without a mortgage, 2015-2019		\$355
Median gross rent, 2015-2019		\$799
Building permits, 2019		16

economic status in Trinity County, making it increasingly difficult for low income populations. In addition to this issue affecting families and youth in the community, it is also presenting challenge to service provider in filling vacant positions, as prospective employees are unable to relocate to the area with the reason being, they could not find a place to live.

The housing services currently offered in Trinity County include emergency shelter funds, a domestic violence shelter, transition housing, and minimal funding for rapid rehousing. The County struggles with capacity as there are very few organizations outside of the County that serve this need. There is a lack of transitional housing, and in addition to this, the ability to permanently house those who are in transitional housing is difficult with the lack of housing inventory. Table 2 below reflects Housing statistics provided by the United States Census for

the period 2015-2019, however it is important to note that events occurring in 2020 have shifted the current housing availability in Trinity County.

Table 2: Hard-to-Count Characteristics, Trinity County, California; provided by the United States Census Bureau

Hard-to-Count Characteristics	
The California Hard-to-Count (CA-HTC) Index is based on multiple demographic, housing and socioeconomic variables correlated with an area being difficult to enumerate. Census tracts with higher indexes are likely to be places that will pose significant challenges to enumerate in 2020.	
Percent of Total Housing Units:	
That are vacant (includes seasonal)	38.0%
With 3 or more units in a multi-unit structure	3.7%
Percent of Occupied Housing Units (or Households):	
That are renter-occupied	31.2%
That are overcrowded	1.1%
Without broadband Internet	36.0%
With limited-English speaking ability	0.7%
That are non-family	37.2%
Receiving public assistance income	6.4%

In 2020, housing challenges increased with the onset of the COVID-19 pandemic. Information provided by the United State Census Bureau shown in Figure 3 represent that 38% Housing Unit are vacant. Through conversation in the Stakeholder meeting, it was discussed that property owners that previously rented their properties seasonally through services such as Air BNB began to move back into their homes, lessening the available rental units. In addition to this, on August 15-17, 2020, Trinity County was affected by the August Complex fire. According to a press released by

Trinity County on October 9, 2020, the August Complex fire damaged or destroyed 228 residences in Trinity County and 324 Outbuildings.

Pressing Need: Income or job stability

According to the California Employment Development Department (EDD) the Trinity County unemployment rate reported as of January 201 was 7.7%, with the unemployment rate for the state of California at 9.0% in the same month. 62% participants in the Trinity local stakeholder meeting noted income or job stability as a top pressing issue. During small group discussions, it was noted that the lack of transportation and the geographical spread of Trinity County contributes to this issue. Redding, CA, is one of the large towns closest to Trinity County and is at least a one-hour drive or more for Trinity County residents. The Trinity Transit, along with a taxi service, are the only formed of transportation offered to residents that do not own a vehicle.

Pressing Need: Mental Health/ Wellness

The Trinity County Behavioral Health Department offers full scope medi-cal services for mental health treatment and substance use disorder services. In addition to this, they offer a children's program and youth prevention programs for substance use disorder services. When the COVID-19 pandemic hit, Behavioral Health began offering services online and set up stations for people who do not have access to technology. This was accommodating to staff, many of which were high risk and needed to work remotely.

Through conversation in the stakeholder meeting, many stakeholders identified that substance use disorders in adults and youth have worsened through the COVID-19 pandemic. Although the Trinity County Behavioral Health Department offers full scope medi-cal substance use disorder treatment, these services are voluntary.

62% of Stakeholders identified Mental/ wellness and substance use disorders as pressing issues in Trinity County. In March 2021, Trinity County Behavioral Health held three MHSA Stakeholder Meetings via Zoom. These three meetings had very low community attendance, ranging from 1-2 persons per meeting aside from Behavioral Health staff.

Youth

In all breakout rooms, stakeholders discussed the challenges youth in the community are facing. In the past year, with the effects of the COVID-19 pandemic, these challenges have worsened. Many discussed that schools' closures and the lack of activities and creative outlets has had a negative effect on mental health and has caused an increase in substance abuse. It was reported that there had been an increase in domestic violence in the past year. In addition to this, it was reported that 78% of youth self-report abuse in the home during initial mental health assessments.

Lack of financial security in the families directly affects the youth in the community. The same major challenges experienced in Trinity County (lack of housing, income and job instability) affect the youth as well. When stakeholders were asked to identify the biggest challenges facing youth, the top two responses were substance use disorders and income and job stability. The transitional age youth (18-24) experience the same challenge as adults in the community to a heightened degree.

Challenges with Service Delivery

The Stakeholder group included a large percentage of people representing the County government, which provide a majority of the services to the low income populations in Trinity County. In breakout discussion, the groups were prompted to discuss challenges faced by service providers that have affected their ability to deliver services. Capacity was an issue commonly identified over the multiple group discussions. This is caused by a lack of funding, lack of flexibility in existing funds, and difficulty filling positions and retaining employees.

In addition to this, the COVID-19 pandemic shifted the way in which services were provided by closing County offices, and shifting the service delivery to over the computer and phone. This presented a challenge to those unable to access these resources online. In addition to this, Trinity County was not equipped with the technology necessary to meet the need of those needing to work remotely. The limited access to technology exacerbates many of the existing challenges faced by the low-income population in Trinity County. It was expressed that intentional/targeted outreach efforts to the low-income populations is successful, but general outreach efforts are lacking due to the geographical spread of the County, and the lack of internet access. The limited access to technology in Trinity County affects many facets of the Community. Data provided from the United States Census reflects that 81.6% of households in Trinity County have a computer, and 67.8 % of households have a broadband internet subscription, meaning 18.4% do not have a computer, and 32.2% do not have broadband internet.

Trinity County Conclusion:

There are many services offered in Trinity County that serve low income populations, and service providers collaborate well in delivering existing services and ensuring there is no duplication of benefits. However, long term solutions serving the key issues identified in the County, housing and employment, are smaller pockets of services within the community.

Housing availability and affordability has been identified as a key need, but there were many additional topics of concern that were brought up as a compounding problem. Lack of transportation, lack of internet access, and geographical spread of the County are all factors that contribute and amplify the major challenges faced by the low income population in Trinity County, mainly being housing instability and affordability. For example, the lack of housing availability has affected service providers ability to hire new employees due to the inability to relocate. The lack of transportation affects the ability for people to get a job, which then affects their ability to find/afford housing. The lack of housing availability impacts the housing affordability. Overall, the challenges facing the low-income populations are cyclical and multi-faceted, and require long term strategic planning to resolve.

Appendix A

Stakeholder Breakout Rooms: Prompted Questions

Prompted questions:

1. What programs/ services/ activities are currently offered in your County to serve low income populations?
3. How do the current programs/services/activities offered in your County address the top pressing issues and needs in the County?
4. How successful have outreach efforts been in targeting services to low-income populations - individuals, families, and youth? Describe any disparities in reaching special populations. ¹
5. The 2019 Community Needs Assessment survey was completed prior to the effect of the Covid-19 pandemic.
 - a. Can you identify how the needs in the community may have shifted, or may continue to shift, with these effects?
 - b. In addition to individuals and families, identify how this may have affected service providers within your community.
6. What is the biggest internal or external challenges service providers in your County are facing with reaching these vulnerable populations?
7. What are the biggest issues youth in the community are facing?
8. Do you feel like these issues are being adequately addressed?
9. How can your community best coordinate services and funding with other organizations to address to the top five pressing issues in your County and ensure that funds are not used to duplicate services?

Appendix B

Stakeholder Group Representation

