

2026/2027 Community Needs Assessment and Community Action Plan

Sutter County Community Action Agency



Template Revised - 02/13/2025

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Introduction

The Department of Community Services and Development (CSD) has developed the 2026/2027 Community Needs Assessment (CNA) and Community Action Plan (CAP) template for the Community Services Block Grant (CSBG) Service Providers network. CSD requests agencies submit a completed CAP, including a CNA, to CSD on or before **June 30, 2025**. Changes from the previous template are detailed below in the “What’s New for 2026/2027?” section. Provide all narrative responses in 12-point Arial font with 1.15 spacing. A completed CAP template should not exceed 65 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 confirm that they are in compliance. Signature of the board chair and executive director on the Cover Page certify compliance with the Federal CSBG Programmatic Assurances.

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 is provided in this template. CSBG agencies should review these assurances and confirm that they are in compliance. Signature of the board chair and executive director on the Cover Page certify compliance with the State Assurances.

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 the Organizational Standards. A list of Organizational Standards that are met by an accepted CAP, including a CNA, are 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 2026/2027?

Due Date. The due date for your agency's 2026/2027 CAP is June 30, 2025. However, earlier submission of the CSBG Network's CAPs will allow CSD more time to review and incorporate agency information in the CSBG State Plan and Application. CSD, therefore, requests that agencies submit their CAPs on or before May 31, 2025.

ROMA Certification Requirement. CSD requires that agencies have the capacity to provide their own ROMA, or comparable system, certification for your agency's 2026/2027 CAP. Certification can be provided by agency staff who have the required training or in partnership with a consultant or another agency.

Federal CSBG Programmatic and State Assurances Certification. In previous templates, the federal and state assurances were certified by signature on the Cover Page and by checking the box(es) in both federal and state assurances sections. In the 2026/2027 template, CSD has clarified the language above the signature block on the Cover Page and done away with the check boxes. Board chairs and executive directors will certify compliance with the assurances by signature only. However, the Federal CSBG Programmatic Assurances and the State Assurances language remain part of the 2026/2027 template.

Other Modifications. The title page of the template has been modified to include your agency's name and logo. Please use this space to brand your agency's CAP accordingly. CSD has also added references to the phases of the ROMA Cycle i.e. assessment, planning, implementation, achievement of results, and evaluation throughout the 2026/2027 template. Additionally, there are a few new questions, minor changes to old questions, and a reordering of some questions.

Checklist

- ☒ **Cover Page**
- ☒ **Public Hearing Report**

Part I: Community Needs Assessment Summary

- ☒ **Narrative**
- ☒ **Results**

Part II: Community Action Plan

- ☒ **Vision and Mission Statements**
- ☒ **Causes and Conditions of Poverty**
- ☒ **Tripartite Board of Directors**
- ☒ **Service Delivery System**
- ☒ **Linkages and Funding Coordination**
- ☒ **Monitoring**
- ☒ **ROMA Application**
- ☒ **Federal CSBG Programmatic Assurances**
- ☒ **State Assurances**
- ☒ **Organizational Standards**

Part III: Appendices

- ☒ **Notice of Public Hearing**
- ☒ **Low-Income Testimony and Agency's Response**
- ☒ **Community Needs Assessment**

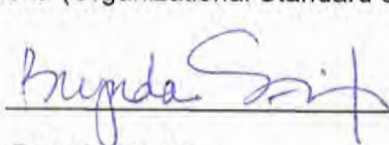
Cover Page

Agency Name:	Sutter County Community Action Agency
Name of CAP Contact:	Brynda Stranix
Title:	Executive Director
Phone:	530-751-8555
Email:	bstranix@ysedc.org

Date Most Recent CNA was Completed: (Organizational Standard 3.1)	5/31/2025
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Board and Agency Certification

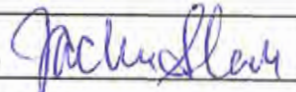
The undersigned hereby certifies that this agency will comply with the Federal CSBG Programmatic Assurances (CSBG Act Section 676(b)) and California State Assurances (Government Code Sections 12747(a), 12760, and 12768) for services and programs provided under the 2026/2027 Community Needs Assessment and Community Action Plan. The undersigned governing body accepts the completed Community Needs Assessment. (Organizational Standard 3.5)

 _____

Name:	Brynda Stranix	Name:	Justine Gill
Title:	Executive Director	Title:	Board Chair
Date:	6/25/2025	Date:	6/25/2025

ROMA Certification

The undersigned hereby certifies that this agency's Community Action Plan and strategic plan document the continuous use of the Results Oriented Management and Accountability (ROMA) system or comparable system (assessment, planning, implementation, achievement of results, and evaluation). (CSBG Act 676(b)(12), Organizational Standard 4.3)

Name:	Jackie Slade 
ROMA Title:	SCCAA Administrative Technician
Date:	6/27/2025

CSD Use Only

Dates CAP		Accepted By
Received	Accepted	
June 30, 2025	August 25, 2025	Shiella Marie Rivera

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. Testimony presented by low-income individuals and families during the public hearing shall be identified in the final CAP.

Guidelines

Notice of Public Hearing

1. Notice of the public hearing should be published at least 10 calendar days prior to the public hearing.
2. The notice may be published on the agency's website, social media channels, and/or in newspaper(s) of local distribution.
3. The notice should 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 10 calendar days prior to the public hearing. Agencies may opt to extend the comment period for a selected number of days after the hearing.
5. The draft CAP should be made available for public review and inspection approximately 30 days prior to the public hearing. The draft CAP may be posted on the agency's website, social media channels, and distributed electronically or in paper format.
6. Attach a copy of the Notice(s) of Public Hearing in Part III: Appendices as Appendix A.

Public Hearing

1. Agencies must conduct at least one public hearing on the draft CAP.
2. Public hearing(s) must be held in the designated CSBG service area(s).
3. Low-income testimony presented at the hearing or received during the comment period should be memorialized verbatim in the Low-Income Testimony and Agency's Response document and appended to the final CAP as Appendix B in Part III: Appendices.
4. The Low-Income Testimony and Agency's Response document should include the name of low-income individual, his/her 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.

Additional Guidance

For the purposes of fulfilling the public hearing requirement on the draft CAP, agencies may conduct the public hearing in-person, remotely, or using a hybrid model based on community need at the time of the hearing.

Public Hearing Report

Date(s) the Notice(s) of Public Hearing(s) was/were published	Full Notice published 5/28/25, 6/5/25, 6/9/25, 6/11/25, 6/17/25 Only info about hearing published 6/3/25, 6/13/25
Date Public Comment Period opened	June 2, 2025
Date Public Comment Period closed	June 19, 2025
Date(s) of Public Hearing(s)	June 19, 2025
Location(s) of Public Hearing(s)	950 Tharp Road, Ste. 1303, Yuba City, CA 95993
Where was the Notice of Public Hearing published? (agency website, newspaper, social media channels)	SCCAA website front page, SCCAA Facebook Page, SCCAA Office, Local Territorial Dispatch Newspaper, YSEDC Nonprofit newsletter, Direct emailed to 116 agencies
Number of attendees at the Public Hearing(s)	13

Part I: Community Needs Assessment Summary

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

Helpful Resources

A community needs assessment provides a comprehensive “picture” of the needs in your service area(s). Resources are available to guide agencies through this process.

- CSD-lead training – “Community Needs Assessment: Common Pitfalls and Best Practices” on Tuesday, September 10, 2024, at 1:00 pm. [Registration is required](#). The training will be recorded and posted on the Local Agencies Portal after the event.
- Examples of CNAs, timelines, and other resources are on the [Local Agencies Portal](#).
- [Community Action Guide to Comprehensive Community Needs Assessments](#) published by the National Association for State Community Service Programs (NASCS).
- [Community Needs Assessment Tool](#) designed by the National Community Action Partnership (NCAP).
- National and state quantitative data sets. See links below.

Sample 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
HUD Exchange PIT and HIC Data Since 2007	National Low-Income Housing Coalition Housing Needs by State	National Center for Education Statistics IPEDS
California Department of Education School Data via DataQuest	California Employment Development Department UI Data by County	California Department of Public Health Various Data Sets
California Department of Finance Demographics	California Attorney General Open Justice	California Health and Human Services Data Portal
CSD Census Tableau Data by County		Population Reference Bureau KidsData
Data USA National Public Data	National Equity Atlas Racial and Economic Data	Census Reporter Census Data

Sample Data Sets		
Urban Institute SNAP Benefit Gap	Race Counts California Racial Disparity Data	Rent Data Fair Market Rent by ZIP
UC Davis Center for Poverty & Inequality Poverty Statistics	University of Washington Center for Women's Welfare California Self-Sufficiency Standard	University of Wisconsin Robert Wood Johnson Foundation County Health Rankings
Massachusetts Institute of Technology Living Wage Calculator	Nonprofit Leadership Center Volunteer Time Calculator	Economic Policy Institute Family Budget Calculator

Narrative

CSBG Act Section 676(b)(9)

Organizational Standards 2.2, 3.3

ROMA – Assessment

Based on your agency's most recent CNA, please respond to the questions below.

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

Sutter County is located in north central California, just 45 minutes north of the capital city of Sacramento. It spreads over a 608 square mile area and is bordered by the Sacramento River on the west and the Feather River on the east. Sutter County has 240 miles of levees primarily to control flooding. The Sutter Bypass, which diverts flood waters from the Sacramento River, cuts through the heart of Sutter County.

Sutter County has an estimated population of 98,545, (Census Bureau Quick Facts, July 2024) and is a primarily agricultural region, with 88% of the land used for farming and grazing. The county is mostly flat but it is known for being home to the Sutter Buttes, a unique volcanic formation.

Yuba City is the county seat of Sutter County and serves as the center for shopping and business for both Sutter and Yuba counties. Live Oak is another incorporated city within Sutter County and it has several unincorporated communities such as Meridian, Nicolaus, Rio Oso, and Robbins.

The region containing both Sutter and Yuba counties is referred to as the Yuba City Metropolitan Statistical Area (MSA), a geographical region with close economic ties throughout the area.

2. Indicate from which sources your agency collected and analyzed quantitative data for its most recent 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 Equity Atlas
- ☐ National Center for Education Statistics
- ☐ Academic data resources
- ☐ Other online data resources
- ☐ Other

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--2025 Center for Applied Research & Engagement Systems (CARES) Health Indicators Report for Sutter County

California State Data Sets

- ☒ Employment Development Department
- ☐ Department of Education
- ☐ Department of Public Health
- ☐ Attorney General
- ☐ Department of Finance
- ☐ Other

Surveys

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

Agency Data Sets

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

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

Surveys

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

Interviews

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

Focus Groups

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

☒ **Community Forums**☐ **Asset Mapping**☐ **Other**

4. Confirm that your agency collected and analyzed information from each of the five community sectors below as part of the assessment of needs and resources in your service area(s). Your agency must demonstrate that all sectors were included in the needs assessment by checking each box below; a response for each sector is required. (CSBG Act Section 676(b)(9), Organizational Standard 2.2)

Community Sectors

- ☒ Community-based organizations
- ☒ Faith-based organizations
- ☒ Private sector (local utility companies, charitable organizations, local food banks)
- ☒ Public sector (social services departments, state agencies)
- ☒ Educational institutions (local school districts, colleges)

Results

CSBG Act Section 676(b)(11)

California Government Code Section 12747(a)

Organizational Standards 4.2

State Plan Summary and Section 14.1a

ROMA – Planning

Based on your agency's most recent CNA, please complete Table 1: Needs Table and Table 2: Priority Ranking Table.

Table 1: Needs Table					
Needs Identified	Level (C/F)	Agency Mission (Y/N)	Currently Addressing (Y/N)	If not currently addressing, why?	Agency Priority (Y/N)
Individuals/Families lack homelessness prevention and reduction services (including financial literacy, child care cost assistance, rent/utility assistance)	F	Yes	Yes	Choose an item.	Y
Community lacks affordable housing choices	C	Yes	No	Insufficient resources available	N
Community and Individuals/Families lack access to health services (including mental, behavioral, physical, alcohol/substance abuse)	F and C	Yes	Yes	Choose an item.	Y
Community lacks living wage jobs and individuals lack job/skills training opportunities	F and C	Yes	No	Need met by local partner.	N
Individuals/Families lack access to food and basic needs	F	Yes	Yes	Choose an item.	Y
Community has limited public transportation and individuals need mobility assistance	F and C	Yes	No	Insufficient resources available	N
Needs Identified: Enter each need identified in your agency's most recent CNA. Ideally, agencies should use ROMA needs statement language in Table 1. ROMA needs statements are complete sentences that identify the need. For example, "Individuals lack living wage jobs" or "Families lack access to affordable housing" are needs statements. Whereas "Employment" or "Housing" are not. Add row(s) if additional space is needed. Level (C/F): Identify whether the need is a community level (C) or a family level (F) need. If the need is a					

community level need, the need impacts the geographical region directly. If the need is a family level need, it will impact individuals/families directly.

Agency Mission (Y/N): Indicate if the identified need aligns with your agency's mission.

Currently Addressing (Y/N): Indicate if your agency is addressing the identified need.

If not currently addressing, why?: If your agency is not addressing the identified need, please select a response from the dropdown menu.

Agency Priority: Indicate if the identified need is an agency priority.

Table 2: Priority Ranking Table

	Agency Priorities	Description of programs, services, activities	Indicator(s) or Service(s) Category
1.	Increase homelessness prevention and reduction services (including financial literacy, rent/deposit assistance)	-Provide emergency funds for rent to help avoid eviction and prevent homelessness. -Provide counseling for low-income seniors on legal rights to help them obtain or maintain their income, housing and medical care. -Provide rental deposits to assist low-income access housing -Provide pre-purchase homeownership counseling, foreclosure prevention, financial literacy and budgeting and post-purchase home maintenance for low-income individuals.	SRV 3 a,b,c, e, h, i 4 c,d,f,g,m,o 5x, 5z 7a, 7m FNPI 3g,3h,3z, 4b,4e-f, 5f
2.	Improve access to food and basic needs	-Provide meals and nutritious and essential food to low-income, underserved and vulnerable populations in Sutter County -Run a program that secures food donations from grocery stores and restaurants, to increase availability and access to healthy foods for the food insecure. -Provide free diapers to low-income families with young children to help them obtain basic needs and achieve economic stability	SRV 5 ii, jj FNPI 3a
3.	Expand access to health services (including mental, behavioral, physical, alcohol/substance abuse)	- Provide group therapy program for low-income Sutter County residents who need mild to moderate level mental health care. Also provide childcare for parents attending program. -Provide Child Victim Advocacy and Counseling Services for children who are victims of, or witness to, family violence and/or child abuse.	SRV 5u-v, 5aa, 7a, 7f FNPI 5c-e

Agency Priorities: Rank the needs identified as a priority in Table 1: Needs Table according to your agency's planned priorities. Ideally, agencies should use ROMA needs statement language. Insert row(s) if additional space is

needed.

Description of programs, services, activities: Briefly describe the program, services, or activities that your agency will provide to address the need. Including the number of clients who are expected to achieve the indicator in a specified timeframe.

Indicator/Service Category: List the indicator(s) (CNPI, FNPI) or service(s) (SRV) that will be reported on in Modules 3 and 4 of the CSBG Annual Report.

Part II: Community Action Plan

CSBG Act Section 676(b)(11)

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

California Code of Regulations Sections 100651 and 100655

Vision and Mission Statements

ROMA – Planning

1. Provide your agency's Vision Statement.

Sutter County Community Action Agency (SCCAA) is guided by the needs of the community to improve the quality of life in Sutter County.

2. Provide your agency's Mission Statement.

SCCAA's mission is to assist all Sutter County residents achieve greater self-sufficiency and economic independence through the development of partnerships and collaborations with agencies that serve the low-income.

Causes and Conditions of Poverty

Organizational Standards 1.1, 1.2, 3.2, 3.4

ROMA – Planning

1. Describe the key findings of your analysis of information collected directly from low-income individuals to better understand their needs. (Organizational Standards 1.1, 1.2)

Collected 584 surveys from low-income and/or homeless individuals in March/April 2025.

Top 4 biggest challenges:

- Unable to pay rent/utilities
- Access to food
- Transportation
- Unable to get a job or lost a job

(Appendix D: SCCAA & YCCSC 2025 CAP Client survey results)

Write in comments indicated the following reasons for the challenges:

1. **Inability to Afford Rent and Utilities**

- Rent and utility costs are often unaffordable on limited or fixed incomes (e.g., SSI, disability, part-time work).
- Many reported being at risk of eviction, already homeless, or unable to find affordable housing.

2. **Lack of Transportation**

- Many individuals lack a personal vehicle and cannot afford car repairs, insurance, or gas.
- This severely limits access to jobs, medical care, food pantries, and other essential services.

3. **Unemployment and Barriers to Work**

- Challenges include disability, criminal records, age, caregiving responsibilities, lack of childcare, and a weak job market—especially in rural areas.
- Some are trying to find work but face rejection or a lack of suitable jobs.

4. **Food Insecurity**

- Food is described as too expensive, and assistance like food stamps (CalFresh/EBT) often does not last the full month.
- Many rely on food giveaways and report difficulty accessing food due to transportation or mobility issues.

5. **Mental Health and Addiction Issues**

- Numerous respondents report struggling with depression, anxiety, or trauma, often without adequate mental health support.
- Several mentioned recovering from substance abuse or still actively dealing with addiction and related barriers.

Based on written responses from 584 surveys, here are the **Top 5 Assistance/Services** that would most significantly improve the financial and living situations of the respondents:

1. Affordable and Accessible Housing Assistance

- Section 8 / low-income housing
- Rental/deposit assistance
- Help for those with evictions or poor rental history
- Desire for housing near jobs/family/schools
- Senior and disability-accessible units
- Temporary shelters and transitional housing

2. Employment Support & Job Training

- Career training and job placement
- Support for those with criminal records, disabilities, or no work history
- Trade programs, certifications, and driver's license recovery
- Job search assistance, remote work opportunities, and second job access
- Resume building and interview preparation

3. Transportation Assistance

- Reliable vehicles or transit passes
- Help obtaining a driver's license, registration, and breathalyzers
- Need to relocate closer to employment or services (e.g., Yuba City)

4. Increased Financial Benefits & Stability Programs

- SSI/SSDI increases or assistance applying
- Help managing utility costs, PG&E, solar bills
- CalWorks, EBT, and emergency funds
- Help with child-related costs (childcare, school needs)
- Financial literacy, budgeting, and support for middle-income earners too

5. Food and Basic Needs Access

- Food stamps / EBT increases
- More frequent food distributions
- Healthy and unexpired options
- Help with laundry access and hygiene items

2. Describe your agency's assessment findings specific to poverty and its prevalence related to gender, age, and race/ethnicity for your service area(s). (Organizational Standard 3.2)

Collecting demographic data related to poverty gives us an understanding of who is living in our service area, of their needs, and of the condition and causes of poverty in the community that we are serving. The data gives us the ability to make informed decisions in choosing the agencies and programs SCCAA will allocate CSBG funds to.

More than one in five Sutter County residents, 22.7 percent, are immigrants, according to the U.S.

Census Bureau. Sutter County is home to approximately 7,600 immigrants from India. (One in five Sutter County residents an immigrant, Appeal Democrat article 12/2024)

Sutter County

		American Indian/Alaska Native	Asian	African American	Hispanic	White
Uninsured Population	Percentage of the civilian non-institutionalized population without health insurance.	4.5%	7.2%	3.1%	13.7%	4.8%
Children in Poverty	Percentage of people under age 18 in poverty	8.6	13.9	2.4	30.1	13.2
Premature Age-Adjusted Mortality	Number of deaths among residents under age 75 per 100,000 population (age-adjusted).	---	246.9	468	206.7	444.9

Adventist Health/Rideout Hospital 2022 Yuba-Sutter community health needs assessment

*Sutter County median income is \$75,450 (compared to the State at \$96,334). Sutter County by ethnicity or race, African American median income is \$59,226, Hispanic/Latino median income is \$61,480 and Non-Hispanic/Latino median income is \$79,603 in Sutter County.

*21.17 percent of persons over 25 do not have a High School Diploma (compared to State at 15.4). Of these, the highest percentages by race are 33.49 percent Asian, 31.55 percent American Indian/Alaska Native, 19.75 percent Native Hawaiian or Pacific Islander (Center for Applied Research & Engagement Systems (CARES) 2025 Health Indicators Report for Sutter County);

*Sutter-Yuba Point in Time homeless count conducted in January 2023 indicated there were 418 total homeless in Sutter County. Of that, 29 percent were ages 35-44 with the next highest being ages 45-55 at 22 percent. The racial/gender distribution of Sutter County's homeless who reported the information was White (69%), Multi Race (18%), American Indian/Alaskan Native (8%), African American (4%), and Male (62%) and Female (38%).

3. "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 your needs assessment data, describe the causes of poverty in your agency's service area(s). (Organizational Standard 3.4)

This region of abundant natural resources grapples with several socioeconomic challenges. For decades, Yuba and Sutter Counties have exceeded the state average when it comes to Poverty and Unemployment and have fallen substantially below when it comes to household income.

Location	Unemployment	Poverty Rate	Median Household Income	Percent of Adults with <u>No</u> High School Diploma	Percent Receiving SNAP benefits
Yuba County	7.6%	15.4%	\$73,313	15.3%	21.4%
Sutter County	10%	15.3%	\$75,450	21.2%	13.4%
State-California	5.5%	12.0%	\$96,334	15.4%	12.9%

(US Census Bureau Quick Facts 2024, Center for Applied Research & Engagement Systems (CARES) 2025 Health Indicators Report for Sutter and Yuba County, California Employment Development Department-February 2025)

People feel financially secure when they can take care of their basic needs and handle unexpected costs that come up. When people struggle with financial security, they have less hope, age faster, and die prematurely. Communities that don't have a healthy economy can find it difficult to attract people to live or work there. This can make it difficult to have enough resources for good schools, parks, roads, and all the other conditions that create well-being. This can lead to a cycle of hopelessness and intergenerational poverty.

Area Deprivation Index ranks neighborhoods and communities relative to other areas. The ADI is calculated based on 17 measures related to four primary domains (Education, Income & Employment, Housing and Household Characteristics) 1 is the least disadvantaged, 100 is the most disadvantaged. Sutter County ranks at 37, while California is at 19. (Center for Applied Research & Engagement Systems (CARES) 2025 Health Indicators Report for Sutter County)

High Unemployment - Unemployment has negative effects on physical and mental health. It is linked to unhealthy behaviors, such as smoking, alcohol use, physical inactivity, and unhealthy diet. Unemployed people often do not have a steady income or health insurance. People who are unemployed are less likely to have access to health services. They are also likely to delay care because of financial concerns.

*In February 2025, Employment Development Department reported Sutter County's unemployment rate was 10 percent, well above the national average of 4.1 percent and the state of 5.5 percent which puts Sutter County as the sixth highest unemployment rate across all 58 California counties.

High Poverty Levels - Poverty is a key driver to health status and creates barriers to access including health services, healthy food and other necessities that contribute to poor health status. According to the Center for Applied Research & Engagement Systems (CARES) 2025 Health Indicators Report for Sutter County:

*In California, 11.6 percent of the entire population lived below the poverty level while 15.3 percent of Sutter

County's population lived below the poverty level.

*Sutter County's population receiving Supplemental Nutrition Assistance Program (SNAP benefits), a federal program for low-income individuals and families, is 13.4 percent, compared to the State at 12.9 percent. In addition, of Sutter County's students, 60.3 percent are eligible for Free or Reduced Lunch, while California is at 59.9 percent. These are indicators of the population having multiple health access, health status and social support needs.

*In California median household income is \$96,334, while Sutter County median is \$75,450. Low median income is another economic status indicator of the region.

*Sutter County's average household size is 2.95 (US Census Bureau 2024 Quick Facts) According to the Massachusetts Institute of Technology (MIT) Living Wage Calculator for Sutter County, a family with 2 adults (2 working) and 1 child would need to make \$97,457 per year before taxes to be able to pay for basic living expenses. The Median Household income for Sutter County before taxes is \$75,450. The adult would need to make \$23.43 per hour for it to be a living wage, minimum wage is \$16.50 and the approximate hourly wage for a person living in poverty is about \$6.41 per hour. (The person living in poverty hourly wage was determined by looking at 2025 Federal poverty guidelines for 3 persons in the household at 100% of the poverty level (26,650 annual income). With 2 adults working full-time (4160 annual hours) it equals about \$6.41per hour)

Educational Achievement – Low educational attainment is linked to negative health outcomes and severe limitations in economic opportunity. Children from low-income families and those with disabilities tend to struggle in school, which means they are less likely to graduate or go to college.

*Only 20.21 percent of Sutter County persons over 25 have a Bachelor's Degree and as compared to the State at 36.5 percent. These are indicators that adults in the community maybe in need of workforce training or programs in science, technology, engineering and mathematics to be developed to provide more economic opportunities. (Center for Applied Research & Engagement Systems (CARES) 2025 Health Indicators Report for Sutter County)

*In Sutter County, on average, per-pupil spending among school districts was \$2,851 BELOW the estimated amount needed to support students in achieving average US test scores as compared to California at only about \$231 below. (University of Wisconsin Robert Wood Johnson Foundation 2025 Sutter County Health Rankings Report)

Housing – Yuba-Sutter is sorely lacking in affordable housing options for all income levels and with the high cost of inflation, many are facing difficulty in maintaining the housing they do have. Housing insecurity is proven to cause high stress which impacts a person's health and well-being.

*April 2025, according the California Association of Realtors, the overwhelming majority of residents in both Yuba and Sutter counties cannot afford median-priced homes in the region. In Sutter County,

the median home price for the first quarter of 2025 was \$416,750. The minimum qualifying income to afford a house at that price is \$107,200. According to the 2024 Census Quick Facts, the median household income in Sutter County is \$75,450.

*The Sutter County 2025 Affordable Housing Needs Report indicates renters in Sutter County need to earn \$25.40 per hour-1.5 times the state minimum wage to afford a house. In addition, 71% of extremely low-income households in Sutter County are paying more than half of their income on housing costs, compared to 0% of moderate-income households.

*According to Bridges to Housing 2025 CSBG application, as of 1/1/2024 new legislation made it impossible for landlords or property owners to charge a security deposit that is more than one month's rent. Knowing this was going to occur, many property owners increased their rents again.

Health

*Sutter County is plagued with bad health behaviors and outcomes that top the State in many categories. These are often an indication of lack of access to healthy food, good schools, affordable housing and living wage jobs. Following indicators for Sutter County are flagged as significantly worse as compared to the State.

Lung Disease 49.9 percent per 100,000 pop., State 31.4 percent

Pre-mature death for all causes 8,213 years lost per 100,000 pop, State 6,744

Stroke death per 100,000 pop 71.2 percent, State 45.7 percent

Diabetes Prevalence 34 percent, State 27 percent

Physical inactivity 29.5 percent, State 17.7 percent

Heart Disease 21 percent, State 19 percent

High Blood Pressure 69 percent, State 61percent

Cancer mortality per 100,000 pop 171.4, State 152.8

Limited Access to Healthy Foods 10.8 percent, State 3.3 percent

Frequent Mental Health Distress 14.5 percent, State 11.3 percent

Poor Mental Health Days 4.9, State 3.7

(Center for Applied Research & Engagement Systems (CARES) 2025 Health Indicators Report for Sutter County, Adventist Health/Rideout Hospital 2022 Yuba-Sutter community health needs assessment)

* A lack of access to care, facilities and physicians presents barriers to good health. According to University of Wisconsin Robert Wood Johnson Foundation 2025 Sutter County Health Rankings Report, the ratio of residents per primary care physician is 1,320:1 (state: 1,230:1) and the ratio of residents per mental health provider is 270:1. (state: 240:1)

*According to New Day Training Center's 2025 CSBG application, Sutter County is a government-designated Mental Health, Health Professional Shortage Area and lacks sufficient mild to moderate therapeutic care for Medi-Cal-insured and other low-income community members.

Homelessness –The population of people experiencing homelessness in Sutter and Yuba counties began to increase dramatically between 2008 and 2015 and in the last decade it has continued to grow. Today both

counties are experiencing a severe problem with the homeless, homeless encampments and the attendant problems with this issue.

*Sutter Yuba Homeless Consortium reported the following in their 2025 CSBG application, a clear indicator of the growing problem:

	CY2020	CY2021	CY2022	CY2023
Number of people accessing Services experiencing homelessness	1,634	2,677	3,224	3,609
Number of people experiencing Homelessness for the 1 st time	1,006	1,407	1,622	1,653

*The Sutter-Yuba Point in Time homeless count conducted in January 2019 indicated the number of homeless adults has steadily increased from 2015 to 2019. Of the 706 total homeless, most persons were 25 and older, were White (59%), African American (7.1%) or Native American (4.9%) and are male (53.7%). In addition, 24 percent have a physically disabling condition, 14 percent have a serious mental illness, 13 percent have a chronic medical condition and 12 percent have a substance abuse disorder. For Sutter County, the top four reasons, by rank, reported for homelessness was eviction or foreclosure, unable to pay rent/mortgage, break up/divorce or separation and lost job or unemployed.

*The Sutter-Yuba Point in Time homeless count conducted in January 2021 indicated the number of homeless adults increased again from 2019 to 2021. Of the 1,074 total homeless (371 being in Sutter County), most persons were 25 and older, however 278 were under the age of 18. The racial/gender distribution of the homeless was White (61%), Mixed Race (24%), African American (9%), American Indian/Alaskan Native (5%) and equally male and female. In addition, 8 percent had a serious mental illness, 2 percent had a substance abuse disorder and 22 percent were victims of domestic violence.

*The Sutter-Yuba Point in Time homeless count conducted in January 2023 indicated the total number of homeless adults dropped slightly from 2021 to 963, however Sutter County by itself increased from 371 in 2021 to 418 in 2023. In addition, 252 (105 in Sutter) were also “precariously housed”. In addition of the Sutter County 418 homeless, 18 percent reported they had a serious mental illness and 10 percent had a substance abuse disorder that they felt impaired their ability to live independently.

Childcare - Child care wait lists are common for families who qualify for assistance. In Sutter County, there is a need for more than 7,400 additional childcare slots, well beyond the existing capacity. There is a substantial unmet need of subsidized childcare services- 82.7% unmet need for infant care and 71.1% unmet need for school-age children. The lack of adequate childcare reduces the size of the available workforce and presents challenges for the local economy. (Childcare Planning Council of Yuba and Sutter Counties Child Care Needs Assessment Summary for their 2022-2027 Strategic Plan)

Nutrition - Poverty and food insecurity are closely related. Food insecurity places a substantial burden on society through health care and social costs. People experiencing food insecurity often consume a nutrient-poor diet, which may contribute to the development of obesity, heart disease, hypertension, diabetes, and other chronic diseases.

* According to a 2022 Stacker report, Sutter County's food insecurity rate is 13.7%, 25.7% higher than the national average. (Food Bank serves 32,000 each month, Appeal Democrat, November 2024)

*According to the University of Wisconsin Robert Wood Foundation 2025 Sutter County Health Rankings Report, Sutter County has 8 percent with limited access to healthy food, compared to the State at only 3 percent.

*According to Salvation Army's 2025 CSBG application, proper nutrition is critical for unhoused residents coping with chronic illnesses in Yuba and Sutter Counties. According to the Sutter Yuba Homeless Consortium's (SYHC) Homeless Information Management System (HMIS), 24.98% or 673 unhoused persons live with a chronic illnesses. The majority of these individuals are located in unsheltered settings without reliable access to food. Lack of nutrition can severely exacerbate conditions like diabetes, heart disease, cancer, and mental illness that many are dealing with. Additionally 27% of the homeless population identifies as mentally ill and 15% as physically disabled. These individuals are especially vulnerable to complications from malnutrition.

4. "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 your needs assessment data, describe the conditions of poverty in your agency's service area(s). (Organizational Standard 3.4)

Natural Resources - Both counties have been adversely affected by flooding, drought and fire as weather conditions swing from one extreme to the other. The impact on the community can be immense, especially on the disabled and low-income who have a lack of transportation, funding, resources, etc. to leave a community in danger.

Economic Climate

Yuba-Sutter 2025-2030 Comprehensive Economic Development Strategy (CEDS) reflects the vision for regional prosperity and economic development. The plan is meant to be a guide for the entire community including businesses, residents, students, workers and elected leaders.

CEDS survey results indicate the following struggles the Yuba-Sutter area has that limit/reduce investment/growth in the community and potential solutions to encourage investment/growth.

Top Economic Challenges

The most cited challenges included:
lack of affordable housing (65%),
high unemployment (39%),
and poor infrastructure (43%).

Barriers to Business Development

Identified as key barriers:

availability of skilled labor (41%),
lack of infrastructure (44%),
and market size and demand (45%)

Regions top 3 competitive weaknesses:

1) Inadequate Infrastructure

(poor road conditions, outdated water/wastewater systems, limited public transportation)

2) Homelessness and Social Challenges

(homelessness crisis impacts the local economy, safety and the region's image, discouraging business investment)

3) Educational and workforce gaps

(low educational attainment and lack of access to quality training and higher education programs. Mismatch between available jobs and workforce skills, limiting economic growth)

Three specific things leaders can do to make the region a better place for residents:

1) improve infrastructure (repair and modernize roads, bridges and public transportation)

2) address homelessness and social services (increase access to mental health and substance abuse treatment and affordable housing solutions)

3) expand educational and recreational opportunities (develop and improve local schools and vocational training)

There must be a concerted regional effort to improve the transportation, wastewater, broadband and affordable housing and housing infrastructure. Improving education and linkage to the needs of local business is critical for quality of life, business growth and success. Additionally, providing support for strong workforce development, access to capital and resources to small and growing businesses is essential to develop robust and diverse regional commerce.

5. Describe your agency's data and findings obtained through the collecting, analyzing, and reporting of customer satisfaction data.

SCCAA subcontracts with agencies to provide services directly to the low-income population. As part of their contract, Subcontractors agree to submit to SCCAA a copy of their client satisfaction survey tool(s) when the contract is signed and a summation of their client satisfaction survey results near the end of the contract year with proof that the results were presented to their governing board. All survey results are combined and presented to the SCCAA board for review and discussion at a subsequent board meeting which is documented in the meeting minutes. If survey results indicate a subcontractor is not performing adequately then the board will decide the course of action.

SCCAA's sub-grantee's data and findings obtained from customer satisfaction data indicated overall clients were happy with the services received, however there were some needs/improvements identified:

Casa de Esperanza

- I think there needs to be additional programs especially for kids, other programs to help with their transition in addition to counseling. Funding for additional activities.
- More clear, concise, defined rules and regs. A handbook with rules and regs written.

Regional Emergency Shelter Team (REST)

- One thing I would change about REST is: Transition- People having more patience, Longer sleep- Making the shelter year-round, Goal setting for long term.
- Somewhere to stay inside on the weekends-year round. Run the shelter through the school year so kids have a place to shower.

Sutter County HHS-Better Way

- More staff training to handle people with mental disabilities and personality disorders
- Have a resource center at the homeless shelter for clients with computer, copy machine, etc.
- Need more housing options to work with like section 8, HUD, etc.

Sutter Yuba Homeless Consortium

- Attorneys who will offer free representation
- Partnerships with leasing agencies to make it easy to obtain housing

Yuba-Sutter Food Bank

- No notable dissatisfaction trends emerged, but some partners expressed interest in more structured support for operational challenges, such as the shopping process.

Actions Based on Survey Findings

1. Enhance Partner Satisfaction

- a. Continue gathering regular feedback and refining our services based on agency needs.
- b. Strengthen the feedback loop with partner agencies for continuous improvement.

2. Increase Program Awareness

- a. Enhance communication through training sessions, newsletters, and digital resources to ensure partners fully understand and utilize our programs.
- b. Regularly update agencies on new or modified programs for improved engagement.

3. Expand Distribution Capacity

- a. Identify agencies with untapped potential to increase food distribution and provide targeted support.
- b. Work with partners to address infrastructure needs, such as additional storage or staffing resources.

Tripartite Board of Directors

CSBG Act Sections 676B(a) and (b), 676(b)(10)

Organizational Standards 1.1. 3.5

ROMA – Evaluation

1. 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), Organizational Standard 1.1)

In accordance with the CSBG Act, 1/3 of Sutter County Community Action Agency's (SCCAA) tripartite board is made up of individuals who are either themselves low-income, or act as the voice of the low-income members of the community in which they live by virtue of their representing agencies, organizations, or institutions whose concern or business, partly or wholly, are involved with the affairs of low-income people.

Per SCCAA bylaws, Low Income Sector directors shall be approved in accordance with SCCAA's Democratic Process.

SCCAA's Democratic Process indicates:

Identification of Qualified Candidates

Low-Income Board members shall be individuals that are either low-income persons, as defined by the Community Services Block Grant (CSBG) program, or individuals affiliated with, or members of affiliate organizations approved by the Board who predominately serve low-income persons. Candidates may be self-nominated, nominated by current Board members, or nominated by an appropriate affiliate organization.

Selection Criteria:

Board will review applications according to the following criteria:

- Individuals must be at least 18 years of age
- Individuals must be a resident of Sutter County
- Individuals must be designated as low-income in accordance with Community Service Block Grant (CSBG) definitions
- If from an organization, the membership and/or consumers of the organization must be predominately composed of low-income people and/or the organization must have a demonstrated commitment to the needs and rights of low-income people residing in Sutter County.

Selection Process:

Within 30 days of a low-income vacancy, a notice of vacancy shall be communicated to low-income individuals and/or organizations that serve the low-income with an invitation to be nominated or to

nominate a representative of the low-income community.

- The process for soliciting interested individuals shall be open and inclusive.
- All board vacancies shall be filled within 9 months of a vacancy.
- Low-Income Sector recruitment announcements will be made via SCCAA's social media pages, press releases to local and neighborhood publications, distribution of fliers, etc. Announcements will include a brief description of the agency's work, including meeting requirements, as well as contact information for interested parties.
- Publication of Low-Income Sector vacancies shall be publicized for at least 30 days or until all vacancies are filled.
- Eligible candidates are required to submit an Application, a Low- Income Sector Application Supplement AND a petition signed by at least ten (10) people in poverty. Petition must include verifiable names, addresses, phone number(s) and/or email address, and signatures.
- Nominations committee will review applications and may select one or more candidates for interview and then select final nominee(s) to be recommended for consideration by the full Board of Directors. The Nominations Committee may choose to supplement the pool of applicants through additional outreach and advertising.
- Board of Directors vote on candidates in a regular or special Board meeting
- Applications of persons not selected for current vacancies will remain on file for a two-year period, to be reviewed and considered by the Nominating Committee when new vacancies occur.

2. Describe your process for communicating with and receiving formal approval from your agency board of the Community Needs Assessment (Organizational Standard 3.5).

The board is encouraged to participate in the needs assessment process by distributing surveys, completing a survey, attending and participating in the Community Meeting on May 13, 2025 and the Public Hearing on June 19, 2025.

In addition, the board was provided the DRAFT CAP on June 5 for review well in advance of their June 19, 2025 board meeting. They were asked to review and provide feedback on the data presented. The 2026-2027 DRAFT CAP was included in their June 19 agenda packet. The board discussed the identified needs, prioritized and ranked them and authorized the board chair to sign the CAP document and submit to CSD.

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 14.3a)

SCCAA does not provide direct services, it provides services to low-income residents of Sutter County via sub-contractors and they each have their own process for client intake. The following agencies may be sub-contractors of SCCAA for 2026 and 2027:

Bridges to Housing - During intake interviews, Bridges to Housing collects vital information and verification from their clients. Each client must provide date of birth, social security cards, ID if over 18, income verification (2-3 months paystubs), rental verification and complete a demographic information form. income and period. Once all the documentation is accumulated, the Program Intake Associate reviews for eligibility for grant support and program guidelines. When satisfactory, an interview is scheduled, conducted by volunteers and board members to determine housing needs and challenges and suggest options for the client. Bridges provides "once in a lifetime" rental move-in deposits or rent if the client is already living in the home and fell behind and refers clients to other community services.

Habitat for Humanity – Applicants requesting assistance are given a list of required documents; drivers license, rental/lease agreement, notice to pay/3 day pay or quit, current utility bill (if requesting assistance for payment of utilities), and proof of income in the form of last years taxes, SSI/SDI letter or 90 days of most recent pay stubs. If applicant qualifies for funding, they sign an agreement to receive funding. The agreement states that the funding is not a loan and authorizes Habitat to mail a payment to the listed payee (utilities company or landlord) and agreeing to the total payment to be made.

New Day Training - staff creates an electronic file for each client and enters their demographic information into a database system for tracking client service data. Notes are attached to each client's file for further follow-up, referral, resources and services.

Salvation Army - At each of the four homeless shelter food distribution locations Salvation Army has a list of people that center serves. They record meals served to people each day. People not on the list are recorded and added to databases daily.

Sutter County Health and Human Services-has client complete extensive online intake form that includes medical history, functional capacity, social/emotional status, family and social support, income, housing status and more to best determine the services they qualify for and are needed.

Sutter Yuba Homeless Consortium- Manages the coordinated entry system. As an individual or family experiencing homelessness enters the Coordinated Entry System, a case manager collects all demographic and economic information and completes a vulnerability assessment to identify specific needs and barriers to housing. Upon completion of the assessment and ranking, the individual will be assigned to a case manager to help address any barriers and create a housing plan. Other supportive services offered onsite or through video conferencing include but are not limited to: shower and laundry access, medical care, counseling, record expungement, live scan, substance abuse treatment, anger management classes, and employment training/mentorship.

Yuba-Sutter Legal Center- At the intake, staff obtains required demographic information (age, gender, living situation, education, etc.) Income eligibility is verified by bank statements showing receipt of SSI and/or other income; SSI and/or Social Security award letters; or pay stubs for those clients who are employed. A recent utility bill, such as PG&E, is used to verify clients live in Sutter County. The center determines client needs and then provides direct legal services by advising them, negotiating with opposing parties, preparing legal documents, filling out forms such as Medi-Cal applications, making court appearances and more. Cases could last a year or more.

2. Describe how the poverty data related to gender, age, and race/ethnicity referenced in Part II: Causes and Conditions of Poverty, Question 2 will inform your service delivery and strategies in the coming two years?

Subcontractors chosen by SCCAA typically aim to address the needs of a large swath of individuals, however some programs that are funded are specific to certain demographics. County demographics indicate 70.5 percent are White, 18.5 percent are Asian (mostly East Indian), 33.5 percent are Hispanic, with 24.8 % under age 18 and 16.8% over the age of 65, (July 2024 data from the US Census Bureau Quick Facts.)

Question 2 indicates African American and Hispanic populations have the lowest median incomes, Asian and American Indian/Alaska Native have the highest percentage over 25 without a high school diploma, the Hispanic population has the highest rate of children in poverty and lowest with health insurance, premature death is occurring most frequently in African American and White populations and White males are predominately the population that is homeless.

Keeping the above information in mind, and that more than one in five Sutter County residents, 22.7 percent, are immigrants (over 7,600 from India), SCCAA will continue to assure input from these populations is being sought by providing CAP needs assessment surveys in English, Spanish and Punjabi.

As SCCAA reviews and decides on programs to support with CSBG funds, it will concentrate on serving and addressing the particular needs of populations that are struggling the most while also continuing to make sure all populations have access to services.

Linkages and Funding Coordination

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

California Government Code Sections 12747(a), 12760

Organizational Standards 2.1

State Plan 9.3b, 9.4b, 9.5, 9.7, 14.1b, 14.1c, 14.3d, 14.4

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)(9); Organizational Standard 2.1; State Plan 14.1c)

SCCAA's Executive Director is active with the following community/regional groups in an effort to collaborate on services and coordinate funding opportunities to best serve low-income residents: Executive Director for Yuba County Community Services Commission, President-Sutter Yuba Homeless Consortium (Continuum of Care), Board member-Sutter Community Affordable Housing Board.

SCCAA works with Yuba-Sutter Economic Development Corporation to continually seek new funding opportunities and joint ventures with other community agencies, businesses, projects and foundations to leverage CSBG funds to provide funding for its sub-contractors as well as administrative support. In addition, SCCAA provides technical assistance and directs sub-contractor agencies to additional grant funding resources they can apply for directly.

Below are local agencies that SCCAA anticipates it may subcontract with using CSBG funds for 2026-27 that work to coordinate funds and services for Sutter County.

Sutter Yuba Homeless Consortium- is a regional Continuum of Care, which SCCAA's Executive Director is currently the President of, that conducts the Point in Time Count, manages the local Coordinated Entry System and administers federal and state funding for homeless programs. The Consortium coordinates monthly meetings to connect service providers, non-profits, churches, elected officials, etc on the efforts to help and house those who are experiencing homelessness. In addition, they sub-contract their allocated funds (including CSBG) to multiple agencies including Hands of Hope, Salvation Army, Casa de Esperanza, Habitat for Humanity, Bridges to Housing and more.

Bridges to Housing, Habitat for Humanity, Casa de Esperanza, Salvation Army, Yuba-Sutter Food Bank are all CSBG fund recipients of SCCAA and are active members of the Sutter Yuba Homeless Consortium.

2. Provide information on any memorandums of understanding and/or service agreements your agency has with other entities regarding coordination of services/funding. (CSBG Act Section 676(b)(3)(C), Organizational Standard 2.1, State Plan 9.7)

SCCAA enters into a contract/service agreement to provide services to the low-income and/or capacity building for the agencies that serve the low-income with each sub-contractor it funds. The following potential 2026-27 sub-contractors have additional MOU's/service agreements in place for the coordination of their services/funding:

Bridges to Housing- has MOU with Hands of Hope and informal partnerships for referrals with Coordinated Entry, Welfare Department, Veterans Affairs, Freed, Adventist Street Nurses, Better Way, 14 Forward, Salvation Army, Sutter County, Yuba County, Habitat for Humanity, Regional Housing Authority and Hands of Hope, Life Building Center.

Casa de Esperanza – has MOU's with Beale Air Force Base, Marysville and Yuba City Policy Department and informal partnership with Sutter County Victim Witness

Habitat for Humanity- has MOU's with AARP Foundation, Department of Housing and Community Development and informal partnerships with Hands of Hope, Sutter Yuba Homeless Management Information System/Bell Data Systems, Life for Relief and Development and Sutter County Public Health and partnerships for referrals from Bridges to Housing.

New Day Training – has MOU's with Liberty University, University of Phoenix

Salvation Army – has MOU with Partnership Healthplan of California

Sutter County Health and Human Services – has MOU's with Habitat for Humanity, Hands of Hope, Salvation Army, Sutter County HEART Team.

Sutter Yuba Homeless Consortium – has MOU's with Hands of Hope and informal partnerships with Adventist/Rideout, Casa de Esperanza, Regional Emergency Shelter Team (REST), Salvation Army, Sutter County Health and Human Services for services at the Coordinated Entry Sites and established partnerships with Bridges to Housing, Victim Witness, California Rural Legal Assistance, Harmony Health, Yuba and Sutter County Public Health, St. Vincent de Paul, Sutter County Library, Sutter Yuba Behavioral Health, Sutter County One Stop, Peach Tree Clinic, Recology, Marysville Veterinary Hospital and more.

Yuba-Sutter Economic Development Corporation – has MOU's with County of Yuba and North Central Counties Consortium and informal partnerships with Alliance for Hispanic Advancement, Marysville Community Development, SCORE, SBDC, SBA, Yuba College, Yuba County Community Development, Yuba-Sutter Chamber of Commerce, Yuba County and Sutter County One Stops.

Yuba-Sutter Food Bank – has MOU with Contra Costa Food Bank and informal partnerships with 26 Sutter County based agencies.

Yuba-Sutter Legal Center - has MOU's with Area 4 Agency on Aging and informal partnerships with Hands of Hope, FREED, Sutter County Adult Protective Services, Victim Witness and Veterans Services.

3. Describe how your agency ensures delivery of services to low-income individuals while avoiding duplication of services in the service area(s). (CSBG Act Section 676(b)(5), California Government Code 12760)

SCCAA does not deliver services directly to low-income individuals, however to help ensure SCCAA's CSBG funded agencies are not duplicating services for the low-income population, it has worked to develop strong linkages and knowledge of what services agencies are delivering by being active with the following community/regional groups:

- Executive Director-Yuba County Community Services Commission,
- Current President-Sutter Yuba Homeless Consortium (Continuum of Care)
- Board member-Sutter Community Affordable Housing Board

In addition, to help alleviate duplication of services, as part of SCCAA's Request for Proposal for annual CSBG fund allocation, it requires agencies to indicate how they will ensure delivery of services to low-income individuals while trying to avoid duplication of services with other agencies.

The following potential 2026-27 sub-contractors describe how they avoid duplication:

Bridges to Housing-- Works closely with Coordinated Entry and utilizes Homeless Management Information System (HMIS) helps to avoid duplication of services. In addition, they ask clients directly if they have utilized any service that would create a duplication.

Habitat for Humanity--Coordinates with local organizations to avoid duplication, focusing on areas not covered by other services. Partnerships with housing authorities, legal aid, and local banks ensure their offerings are complementary, maximizing community resources.

Sutter County Children & Families-- SCCFC has established collaborative relationships with local partners, including public health departments, social service agencies, and nonprofit organizations, to ensure that services reach low-income families and avoid overlap with other agencies. These partnerships enable coordinated referral processes, minimizing service duplication while maximizing each family's access to comprehensive support.

Sutter County Health & Human Services-- Sutter County HHS aids individuals within the Coordinated Entry System (CES) and those whose income is at or below 200% of the poverty level. The Homeless Management Information System (HMIS) CES is accessible to all partners within the Sutter-Yuba Homeless Consortium service area, enabling them to verify that participants are not enrolled in another provider for the same service. This process helps to prevent service duplication.

Yuba-Sutter Legal Center for Seniors—To avoid duplication, the Legal Center works closely with all Sutter County government agencies that assist seniors, as well as private agencies assisting low-income seniors. They also make referrals to and accept referrals from these agencies.

Finally, when awarding CSBG funds to agencies, the SCCAA board makes a conscious effort to minimize funding agencies that are providing the same service or close to it.

4. Describe how your agency will leverage other funding sources and increase programmatic and/or organizational capacity. (CSBG Act Section 676(b)(3)(C))

SCCAA continually seeks new funding opportunities and joint ventures with other community agencies, businesses, projects and foundations to leverage CSBG funds to provide funding for its sub-contractors as well as administrative support.

SCCAA worked with YSEDC to pursue a grant to support its Nonprofit Capacity Building Program that includes a bi-monthly Non-Profit Newsletter that provides capacity building articles, grant opportunities and other CSBG related communication, a free grant search subscription that is available for all non-profits serving Yuba-Sutter, Grant Basics and Program Evaluation workshops and one on one technical assistance for nonprofits, all to allow them the opportunity to increase their capacity and access additional funds to manage their programs.

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

Should CSBG funding be reduced significantly, the SCCAA Board of Directors and staff will implement the following strategies:

- 1) Review alternative funding sources and increase efficiency and cost effectiveness;
- 2) Continue to implement agency resource development activities that focus on increasing the following: grants from foundations, corporate support, community giving, and general public support from fundraising events;
- 3) Priority will be given to maintaining support to core programs and key administrative personnel to support activities.

In addition, the following potential 2026-27 sub-contractors have a contingency plan for reduced federal funding:

Bridges to Housing– will aggressively increase community awareness of the services offered to increase private donations; maintain and strengthen relationships with all present donors; establish an active Board fundraising committee and advisory board; research private organizations and foundations that offer grants to programs that serve the low-income population; implement a donation letter campaign and stage fundraising activities and events.

Casa de Esperanza – will utilize general funds to fill in gaps from reductions in funding and other flexible grant funding on hand as available. Grant opportunities are monitored, and they will apply for other appropriate funding for the program as necessary. Casa de Esperanza receives CalAIM revenues for Housing Navigation and is in the process of registering for Enhanced Case Management which will provide revenues that will be available to fill funding gaps.

Habitat for Humanity- will pursue additional grants and partnerships to cover any shortfalls. They will also seek to leverage private donations and partnerships with local agencies to ensure the continuity of their program offerings.

New Day Training Center- will seek multiple new funding sources to expand its services to low-income clients. NDTC has employed a part-time grant specialist to this end to research and apply for new funding sources. NDTC's Director of Operations and Treasurer is working to secure new and/or updated contracts with Medi-Cal, Medicare, and other government insurance plans to continue expanding the services it offers to low-income clients.

Salvation Army – will be able to maintain services by:

- a. Collaborating with partners on shared initiatives and programs to reduce duplication of efforts.
- b. Using technology to automate processes where possible to reduce labor costs.
- c. Delay or phase in any non-critical new initiatives or expansions until funding is restored.
- d. Engage in advocacy and fundraising efforts to communicate need and seek restored funding from policymakers.

Sutter County Health and Human Services - Sutter County is committed to sustaining essential services for its residents, even in the face potential funding reductions. To ensure continuity of critical projects such as those supported by HHAP and other state funding, the county proactively seeks additional funding resources. This approach helps to maintain consistent support for our community despite fluctuations in available CSBG funds.

Sutter Yuba Homeless Consortium- will continue to seek other local, state, and federal funding for the continued operation of the Homeless Services Program.

Yuba-Sutter Legal Center- will continue to provide legal services to low-income seniors in Sutter County using its other funding from United Way, Equal Access Fund, Legal Services Trust Fund and Agency on Aging Area 4 allocations. In addition, the Legal Center will use money acquired from providing small claims advice and past fundraising to make up any potential deficiencies.

6. 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 14.1b)

Potential 2026-27 sub-contractors that SCCAA may fund to provide services to meet the needs of Sutter County youth, although youth services did not rise to one of the top 6 needs.

Four2Nine Recreation and Youth Center – Four2nine is a new center/program to the area that brings together different services for young people of Yuba and Sutter County aged 12 to 25 in one convenient place. They provide services for mental health, physical health, substance use, peer support, family support, and supported education and employment. The program is youth-led and will also host recreation activities and events chosen by the youth.

Tri-Counties Community Center – open for our youth, teenagers and families from Yuba, Sutter and Butte Counties who need a place to come and connect with others. They provide free/low-cost community events, recreation and prevention activities that target the low-income population.

Children's Hope Foster Family Agency – Children's Hope Transitional Housing Placement Program helps foster youth transition out of foster care and into adulthood with continued support and services. This includes assistance with independent living skills like career development, education, vocational training and financial planning and financial assistance with food, rent, education related costs and low-cost modes of transportation. These supports help the young adults work toward their educational, financial stability and self-reliance goals and out of poverty.

E Center- E Center's paid internship program focuses on employment opportunities for low-income Sutter County students over the age of 18. It allows students to acquire experience in office/administration, early childhood education and community assessments.

Sutter County Superintendent of Schools-Student Support & Outreach- provides a variety of programs and services within Sutter County to support the whole child and strengthen relationships between students, families, schools, and the community. The Program Services are focused on five areas: child welfare and attendance, education for homeless children and youth, foster youth services, social emotional learning and mental wellness and tobacco and substance use education.

SCCAA promotes specific youth activities/services by sharing posts regarding youth activities/services on its Facebook page, providing a listing of agencies/programs that provide childcare and youth services on its website page and periodically having a youth program highlight article in its bi-monthly newsletter.

7. 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 childcare. (CSBG Act Section 676(b)(1)(B), State Plan 14.1b)

Although specific youth services did not rise to the top as a priority for 2026-27, possible ways that SCCAA can promote increased community coordination and collaboration to meet the needs of youth is by:

- recruiting board members that are active in youth organizations so SCCAA can have a better understanding of how they could possibly partner
- supporting and/or allocating funds to programs like E Center's youth internship program, Sutter County Superintendent of Schools-Student Support & Outreach program, Children's Hope Transitional Housing Placement Program, Tri-Counties Community Center, Four2Nine Recreation and Youth Center

8. Describe your agency's 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 9.4b)

Potential 2026-27 sub-contractors that SCCAA may fund include:

E Center- E Center's paid internship program focuses on employment opportunities for low-income Sutter County students over the age of 18. It allows students to acquire experience in office/administration, early childhood education and community assessments

Salvation Army Depot-- The Depot provides homeless individuals and families in crisis a facility to live in for six months to a year as a step to move into permanent housing. During this time, the clients participate in programs focused on attaining employment. They receive vocational training in food service and janitorial service and educational development, learn job searching and computer training and are provided transportation to employment.

Sutter County One Stop - Sutter County One Stop is a multi-faceted organization that assists individuals with employment opportunities, education and training. They provide career exploration, job search assistance, skills assessments, resume development, interview skills and coaching, on-the-job & vocational training and Adult Education. After a successful job placement, follow-up services are available to maximize a clients continued success in the workplace. In addition, the One Stop hosts free Expungement and Employment Law Workshops that work to educate attendees on the expungement process and eligibility to better prepare them for job opportunities, they publish a monthly Youth Career Compass newsletter that is designed to help young people prepare for a successful future by focusing on a key soft skill or work/job-related topic, to help them get ready for the working world and they host an annual Youth Career and Resource Fair that exposes thousands of local high school students to training, education, job, etc. opportunities.

9. 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 14.4)

SCCAA serves as a referral service for low-income persons that call in looking for assistance with a variety of needs, including emergency supplies, services and food. SCCAA's website has a "Find Help" tab that lists community wide resources in over 10 categories.

Potential sub-contractors that could be funded for 2026-27 include:

Casa de Esperanza- Casa provides emergency, safe shelter and food for adult and child victims of family and personal violence as well as counseling and education services which can last up to two years.

Salvation Army – Salvation Army runs Hope Express, a street outreach team that provides daily meals to sheltered and unsheltered persons experiencing homelessness in both Yuba & Sutter Counties Each day the team provides two meals per person - one hot meal and one ready-to-go meal aka sack lunch. Meal service is provided at four locations (2 in Sutter County, 2 in Yuba County)

Yuba-Sutter Food Bank-- The Food Bank provides nutritious food and other supplies to the low-income population on designated days in an effort to alleviate hunger and assist with day-to-day living. They also have a Homebound Food Delivery Program for 65+ of age, low-income and most vulnerable in the community.

Sutter Yuba Homeless Consortium – operates the Coordinated Entry sites in Sutter and Yuba Counties, both of which allow individuals to easily access emergency housing, food security services, bathrooms, showers, laundry and other supportive services.

10. Is your agency a dual (CSBG and LIHEAP) service provider?

☐ Yes

☒ No

11. For dual agencies:

Describe how your agency coordinates with other antipoverty programs in your area, including the emergency energy crisis intervention programs under Title XXVI, relating to low-income home energy assistance (LIHEAP) that are conducted in the community. (CSBG Act Section 676(b)(6), State Plan 9.5)

For all other agencies:

Describe how your agency coordinates services with your local LIHEAP service provider?

Community Resource Project is the LIHEAP service provider to Sutter and Yuba Counties.

SCCAA serves as a referral service for low-income persons that call in looking for assistance with a variety of needs, including LIHEAP. SCCAA's website has a "Find Help" tab that includes the contact information for Community Resource Project under Utilities Assistance.

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 14.3d)

SCCAA sub-grantees are often family-based programs that encourage parental responsibility and reunification if there is separation of parents and children. No programs specifically only focus on men,

however a few focus on the health of the family. Potential sub-grantees to be funded for 2026-27 include:

Casa de Esperanza- Casa provides emergency safe shelter and food for adult and child victims of family and personal violence but most important for achieving self-sufficiency is their counseling and education services which can last up to two years. Their programs include learning financial independence, budgeting, working with credit counselors, self-defense, finding employment, returning to school, etc.

Child Advocates of Placer, Yuba and Sutter Counties – Child Advocates has a Parent Empowerment Group (PEG) that works to unify children with their parents after they have been removed. They work with parents as peers to help them recognize their responsibilities and the changes they need to undertake to reunify with their children. The program involves home visitation, peers support groups, tools to help parent, life skills, regular check ins, intense case management and more, all focused on connection and empowerment to foster change.

Salvation Army Depot—Once admitted into the program, the Depot provides homeless individuals and families in crisis a facility to live in for six months to a year as a step to move into permanent housing. During this time, the clients participate in a broad range of health related courses such as substance abuse cessation, anger management, nutrition and exercise. In addition they are assessed on vocational and educational needs as well as personal budgeting and parenting education. A plan for each individual or family is devised that includes a mix of counseling, education, vocational training, job searching, savings program, independent living skills, computer training and support groups to move the client to self-sufficiency. Once clients “graduate” from the program they continue to be assisted through the Depot’s Family Self-Sufficiency Follow Up program.

13. Describe how your agency will develop linkages to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations. (CSBG Act Section 676(b)(3)(B), State Plan 9.3b)

SCCAA serves as a referral service for low-income persons looking for assistance with a variety of needs, so it is fairly easy to determine where the community is lacking regarding certain services and resources.

In addition, SCCAA regularly polls its sub-contractors to determine what clients most often need that they are unable to obtain in the community (the gaps).

To develop linkages to help fill identified gaps in services for the low-income, SCCAA’s Executive Director is active with the following community/regional groups: Executive Director-Yuba County Community Services Commission, President-Sutter Yuba Homeless Consortium (Continuum of Care), Board Member-Sutter Community Affordable Housing Board.

SCCAA’s website has a “Find Help” tab that lists community wide resources in over 10 categories-a resource that SCCAA consistently updates as new resources come available, so the information is easily made available to the low-income.

1. 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, issuance of formal monitoring reports, and emergency monitoring procedures.

Per SCCAA's Service Provider Monitoring Plan, SCCAA conducts an annual monitoring of its sub-contractors using on-site visit and desk monitoring.

On-Site Visit - Review includes completion of a pre-visit questionnaire and an on-site visit from SCCAA board member(s) and SCCAA administrative staff. Site visits give SCCAA the opportunity to see the sub-contractors operation, assure files are secured, in-take is being handled correctly, client files contain all necessary documentation, the low-income clients are being served and find out what challenges sub-contractors are facing so that possible solutions can be determined to help strengthen their programs.

Desk Monitoring- Review areas include documents, performance, client files. Client file testing is done at least every three years for existing sub-contractors and at mid-year for a new sub-contractor. In addition, when sub-contractors submit bi-monthly reports, SCCAA administrative staff carefully checks that all receipts presented correspond with their budgeted items and all required back-up is included. SCCAA continually tracks expenditures to assure each agency is spending their allocated funds such that all funds will be expended by the contract term and no overspending has occurred. In addition, SCCAA continually monitors insurance policies to assure they are current and in file, collects financials and/or audits annually and collects client satisfaction survey results annually. SCCAA provides technical assistance and forms training whenever needed to each of the sub-contractors to assure their program success as well as provides them with resources for additional funding opportunities to help grow their programs.

Follow-Up - If necessary, follow-up monitoring correspondence will be sent to each service provider that:

- Identifies fully each finding and concern
- Specifies corrective actions, if there is a finding
- Makes recommendations for improvement, if there is a concern
- Includes deadlines for: 1. Providing a written response that describes how service provider will resolve any findings; and 2. Correcting each deficiency identified in the letter

The correspondence will be sent within sixty days, or within timeframe established by SCCAA.

Unexpected or Extraordinary Circumstances Policy

In a pandemic, natural disaster or other factors out of SCCAA's control that deems SCCAA is not able to travel to service providers for onsite monitoring, the above policies and/or procedures may be altered to accommodate a no travel issuance. This may include Zoom or other virtual formats for discussion purposes as well as electronic submission of client files for completeness reviews.

ROMA Application

CSBG Act Section 676(b)(12)

Organizational Standards 4.2, 4.3

ROMA – Planning, Evaluation



1. Describe how your agency will evaluate the effectiveness of its 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)

SCCAA subcontracts with agencies to provide services directly to the low-income population. These agencies are chosen through a competitive Request for Proposal (RFP) process. The proposals are evaluated on a variety of factors, including local Community Action Plan priorities. Contracts are then executed with each agency awarded funding. These contracts contain both Work Plan and Budget sections which reflect the program information in the proposal. The Work Plan includes the projection of measurable quantified objectives, showing specific indicators and number of clients to obtain the objective. The Budget spreads the program costs in line item format. Agencies comply with all CSD contractual and reporting requirements.

Annual, bi-annual and bi-monthly reports are required which include programmatic and fiscal information. The expenditure report must include backup documentation to substantiate any charges made to the program. The reimbursement request is processed after this report is deemed acceptable.

A final close-out report is required of sub-contractors, after close of the contract. The success of each program is again evaluated at this time. Future funding of sub-contractors is affected by their ability to report accurately and timely, as well as on efficient and effective delivery of services. Program sites will be monitored annually by the site review committee and SCCAA administrative staff. The purpose will be to identify any problems, provide assistance, and to take corrective action as necessary. The agency's records are reviewed during this visit to ensure contract compliance. Documentation must be provided to support reports submitted and prove validity of services.

In addition, potential 2026-27 sub-contractors have the following methods in place for evaluation:

Bridges to Housing – A client satisfaction survey is given to every family interviewed at Bridges. The forms are reviewed monthly and a report is given to the Board.

Casa de Esperanza – The agency evaluates the effectiveness of programs and services through established data collection systems. The agency uses a combination of secure, online data systems, spreadsheets, logs, and evaluations to track performance outcomes as indicators of effectiveness. The primary data systems used is Empower DB case management and the local CoC's HMIS. Data is collected on a daily basis and reports are generated and reviewed by managers and directors at least monthly. Additionally, reports are generated quarterly and annually as specified by contract. Client evaluations are reviewed monthly and used for continuous program improvement. Evaluations are important for collection of subjective data on effectiveness and to ensure the program is responsive to the needs of the populations served.

Habitat for Humanity - Measures program effectiveness through: Attendance Rates: Tracking the number of participants in classes and counseling; Survey Feedback: Assessing participant satisfaction and knowledge gained ; Data Tracking System: Utilizing new software to monitor participant progress, application status, and program outcomes.

New Day Training Center – NDTC will measure the success of services by monitoring the number of low-income clients served by the programs. NDTC will also track the number of therapy sessions and types of services provided to each client and will measure client outcomes (including CSBG-defined outcomes) by use of a client satisfaction survey and client-therapist dialogue regarding attainment of counseling goals. New Day will collect client satisfaction surveys upon completion of each group therapy cohort and upon completion of individual counseling goals.

Salvation Army Depot- The Salvation Army utilizes several tools to measure and evaluate outcomes, successes and effectiveness of programs. Staff uses an internal database, WellSky, to collect data and capture outcomes of program participants. Data is also tracked in HMIS (Homeless Management Information Systems) as required by HUD grantees. Information is summarized and presented to the Advisory Board at monthly meetings. The Program Committee of the Advisory Board assists in evaluating program components, creating and enhancing rules and requirements, and identifying outcomes. Their Divisional Headquarters provides audits and oversight, and monitors program effectiveness.

Sutter Yuba Homeless Consortium – Clients complete satisfaction surveys to evaluate program delivery. Evaluations include the assessment of client satisfaction surveys and Homeless Management Information System reports. Program evaluation data is utilized, analyzed and acted on to improve the Homeless Services Program by reviewing data with the SYHC Board and at the Sustainability Committee meetings on a regular basis. After reviewing data at the meetings, a checklist is created of the items that need to be addressed as needed. The SYHC Board is responsible for ensuring the program is running efficiently.

Yuba-Sutter Legal Center for Seniors - Clients are asked to complete a one-page survey when their case is closed to determine if they are satisfied with the resolution of their case. The directing attorney reviews the survey comments to determine if changes are needed in how services are provided.

2. Select one need from Table 2: Priority Ranking Table and describe how your agency plans to implement, monitor progress, and evaluate the program designed to address the need. (Organizational Standard 4.2)

SCCAA does not provide direct services, it provides services to low-income residents of Sutter County via sub-contractors. To address the need to expand Access to Health Services, SCCAA may fund Casa de Esperanza's, Hope for Children: Child Victim Advocacy and Counseling Program.

Implementation

The Hope for Children: Child Victim Advocacy and Counseling Program is designed to provide “no cost” therapy services for children who are either victims of, or witness to, or at risk of family violence and/or child abuse and their significant adults. Therapy services for Sutter County children and their families who are victims of abuse. This program aims to offer immediate advocacy, trauma informed counseling, and comprehensive resources through the Hope Haven Counseling and Support Center. The Hope for Children program will establish a systematic approach to crisis intervention and support for child victims. Coordinated through a referral from Sutter County Victim Services, our team will provide a robust framework that includes advocacy, emotional support, and therapeutic counseling services facilitated by the Hope Haven Counseling and Support Center.

Key components of the program include Services provided by Associate Professional Clinical Counselor APCC and interns working toward CSW, MFT, and PCC licensure. A Licensed Clinical Social Worker supervises services.

- **Immediate Advocacy Services:** will respond promptly to cases of child abuse reported to Sutter County Victim Services, providing immediate emotional support and guidance for children and their families during this critical time.
- **Trauma-Informed Counseling:** Hope Haven Counseling and Support Center will provide individualized counseling sessions tailored to the specific needs of child victims, using trauma informed care practices to help them process their experiences in a safe and supportive environment.
- **Family Support Programs:** Workshops and support groups will be offered to assist families in navigating the challenges of recovery and ensure that caregivers have the tools and knowledge needed to support their children.

Monitoring

Casa de Esperanza's process to track all client and program information needed to complete CSBG program reports (clients served, services provided, outcomes achieved, client demographics, agency partnerships, agency volunteer hours, etc.) is as follows.

Program staff enter data into systems, logs, and spreadsheets on a daily basis. Managers regularly review data for quality to ensure timely reporting. System generated reports are used by managers and directors to populate reports for contract compliance. Reports are generated at least a week prior to the due date so any identified data quality issues can be resolved by the report deadline. The agency uses a combination of secure, online data systems, spreadsheets, and logs to track information needed for reporting, including clients served, services provided, outcomes achieved, client demographics, agency partnerships, agency volunteer hours, etc. The primary data systems used are Empower DB case management (HMIS equivalent for DV providers) and the local CoC's

HMIS. CSBG Projections and reporting is currently integrated into the data collection software.

Casa de Esperanza ensures delivery of services to low-income individuals while trying to avoid duplication of services with other agencies.

Casa de Esperanza collaborates with Sutter County Victim Services, and other local agencies to create tailored programs that address the specific needs of the population the program will agency serves. Casa de Esperanza is the only domestic violence center in the tri-county region with unique programs and is well informed of other providers in the community and ensures coordination and delivery of services to low-income individuals while avoiding duplication.

Evaluation

The agency evaluates the effectiveness of programs and services through established data collection systems. The agency uses a combination of secure, online data systems, spreadsheets, logs, and evaluations to track performance outcomes as indicators of effectiveness. The primary data systems used is Empower DB case management and the local Continuum of Cares's (CoC) Homeless Management Information System (HMIS). Data is collected on a daily basis and reports are generated and reviewed by managers and directors at least monthly.

Additionally, reports are generated quarterly and annually as specified by contract. Client evaluations are reviewed monthly and used for continuous program improvement. Evaluations are important for collection of subjective data on effectiveness and to ensure the program is responsive to the needs of the populations served.

Optional

- 3 . Select one community level need from Table 2: Priority Ranking Table or your agency's most recent Community Needs Assessment and describe how your agency plans to implement, monitor progress, and evaluate the program designed to address the need. (CSBG Act Section 676(b)(12), Organizational Standard 4.2)

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--

- a. 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);
 - b. to secure and retain meaningful employment;
 - c. 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;
 - d. to make better use of available income;
 - e. to obtain and maintain adequate housing and a suitable living environment;
 - f. to obtain emergency assistance through loans, grants, or other means to meet immediate and urgent individual and family needs;
 - g. to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots
 - h. 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.

State Assurances

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

For CAA, MSFW, NAI, and LPA Agencies

[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.

Organizational Standards

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.

Category Three: Community Assessment

Standard 3.1 (Private) Organization conducted a community assessment and issued a report within the past 3 years.

Standard 3.1 (Public) 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.

Category Four: Organizational Leadership

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.

Part III: 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, the Low-Income Testimony and the Agency's Response document, and a copy of the most recent community needs assessment as appendices A, B, and C, respectively. Other appendices as necessary are encouraged. All appendices should be labeled as an appendix (e.g., Appendix A: Notice of Public Hearing) or separated by divider sheets and submitted with the CAP.

Document Title	Appendix Location
Notice of Public Hearing	A
Low-Income Testimony and Agency's Response	B
Yuba-Sutter Community Needs Assessment	C
SCCAA & YCCSC 2025 CAP Client survey results	D
SCCAA & YCCSC 2025 CAP Agency survey results	E