



BOARD OF DIRECTORS GENERAL MEETING AGENDA

February 19, 2026, 3:00 p.m.

at Yuba-Sutter Economic Development Corporation, 950 Tharp Road, Ste. 1303, Yuba City, CA

or via zoom at <https://us02web.zoom.us/j/85711536616?pwd=SXXdTuUTd5hIRDetNnzBEt3ZIIDzs9.1>

Meeting ID: 857 1153 6616

Or Dial in at (669) 900-9128

Contact YSEDC at 530-751-8555 or ysedc@ysedc.org for any questions.

CALL TO ORDER

-Roll call & declaration of a quorum for the transaction of business.

-Board applicant introductions

LATE AGENDA ITEMS

ITEMS OF PUBLIC INTEREST

Members of the public may address the Board of Directors on items of interest to the public that are within the subject matter jurisdiction of the Board. Any member of the audience who may wish to bring something before the Board that is not on the agenda may do so at this time; however, State law provides that no action be taken on any items not appearing on the posted agenda.

All meetings of the Sutter County Community Action Agency Board of Directors are open to the public. From time to time the Board is required to discuss certain matters, as defined by State law, in a closed session. When such an occasion arises, the presiding officer will announce that the Board is adjourning to a closed session, and will explain the purpose of the closed session.

CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff or public request specific items to be discussed or removed from the Consent Calendar for specific action.

- **ACTION:** Review and approve the minutes of the Board of Directors meeting on November 20, 2025 (attached)
- **ACTION:** Review and approve SCCAA's Organization-Wide Expenditure Report as of December 31, 2025 (attached)
- Review SCCAA's 2026 Organization-Wide Expenditure Report as of January 2026 (attached)
- Current balance/statement of financial position is \$12,742.44 as of February 10, 2026.

OLD BUSINESS

Organizational Standards and Informational Items

- Twin Cities Rescue Mission presentation/update
- Complete 2026 Board member Income Certifications (attached)
- Review 2025 Point in Time Homeless Count results (attached)
- 2025 SCCAA Annual Report submitted, waiting for CSD approval

Committee Updates

- **Bylaws Committee** (Brynda Stranix, Justine Gill, Dee Dee Brady)
No report
- **Executive Committee** (Chairman, Christine Ivory; Vice Chairman, Pattra Runge; Secretary, Coleen Morris; Treasurer, Kendra Davis)
 - **ACTION:** Review and approve SCCAA Executive Director 2025 Annual Review (attached)
 - Select other committee members

SCCAA Mission

To assist Sutter County residents achieve greater self-sufficiency and economic independence through the development of partnerships and collaborations with agencies that serve the low-income

- **Ad-Hoc Committees**
 - **Strategic Plan** (Full Board)
 - 2026-2027 Strategic Plan (attached)
 - Regional homeless Update-January 2026 (attached)
 - Staff Report on 2026-2027 Strategic Plan Activities January/February 2026 update (attached)
 - **Public Awareness/Marketing** (Brynda Stranix)
 - No report
 - **Site Visit** (Kendra Davis, Rick Millhollin, Lonnie Perez, Justine Gill, Christine Ivory, Sharon Foote, Pattria Runge)
 - No report
 - **Community Action Plan** (Full Board)
 - No Report
- **Nominating Committee** (Full Board)
 - Two vacant private sector positions since April 2024, two Low-Income positions since February/August 2025, one District 5 position since October 2025

CLOSED SESSION (excuse board applicants and other non-board members)

 - **ACTION:** Discuss, review and approve application for Private Sector position from Jillian Justice-Childs (attached)
 - **ACTION:** Discuss, review and approve application for Private Sector position from Amanda Husted (attached)
 - **ACTION:** Discuss, review and approve application for Public Sector, District 5 representative position from Russel Hogue (attached)
- **Allocation Committee** (Full Board Review Grant Requests)
 - Conflict Disclosure/Declaration, excuse board members with a conflict of interest
 - Discuss Salvation Army Depot closure
 - **ACTION:** Review revised proposal from Salvation Army for possible 2026 CSBG funding and determine re-allocation of \$50,000 originally allocated to Salvation Army Depot (attached)

NEW BUSINESS – Discuss service provider presentation for April 2026 meeting

MEMBER UPDATES

ADJOURNMENT

2026 SCCAA Board Meetings
 (3rd Thursday of the month)
 April 16, June 18, August 20, October 15, November 19

All meetings of the Board of Directors will generally be held at 3 p.m. at Yuba-Sutter Economic Development Corporation, 950 Tharp Road, Suite 1303, Yuba City, CA or via Zoom

SCCAA Mission

To assist Sutter County residents achieve greater self-sufficiency and economic independence through the development of partnerships and collaborations with agencies that serve the low-income



MINUTES OF THE BOARD OF DIRECTORS ANNUAL MEETING –November 20, 2025, 3:30pm

950 Tharp Road, Ste. 1303, Yuba City, CA 95993 and via zoom

BOARD MEMBERS PRESENT

Dee Dee Brady, Lonnie Perez, Pattra Runge-Secretary, Jordan Scotten

BOARD MEMBERS PRESENT VIA ZOOM

Kendra Davis, Justine Gill-Chair, Christine Ivory-Vice Chair, Coleen Morris

BOARD MEMBERS ABSENT

Sharon Foote, Rick Millhollin-Treasurer

NON-BOARD MEMBERS PRESENT

Jackie Slade and Brynda Stranix with YSEDC

CALL TO ORDER

The meeting was called to order by board Chair, Justine Gill, at 3:32 p.m. and a quorum was present for the transaction of business.

LATE AGENDA ITEMS – None

ITEMS OF PUBLIC INTEREST – None

Consent Calendar

- Review and approve the minutes of the Board of Directors meeting on October 16, 2025
- Review and approve SCCAA's Organization-Wide Expenditure Report as of October 31, 2025
- Current balance/statement of financial position is \$26,045.44 as November 11, 2025.

MOTION: Dee Dee Brady motioned to approve the entire consent calendar, Coleen Morris seconded the motion. No opposed. Motion passed.

OLD BUSINESS

Organizational Standards and Informational Items

- **Review 2025 Service Provider Client Satisfaction survey summary results** – Brynda Stranix reported the results from all sub-grantees, except those that have not been received yet --Salvation Army and Habitat for Humanity Empowerment program, were included in the agenda packet for review. The results are good indicators to determine the effectiveness, efficiency, etc. of agency programs and should be considered as future funding allocations are determined.
- **Update on organizational standards** – Jackie Slade reported that after the organizational standards documents were submitted to the State in August, SCCAA had two things (TAP's) to complete by the end of the year. One was to update SCCAA's job descriptions for the Executive Director and Administrative Technician and one was to have YSEDC's employee handbook reviewed by an attorney. She reminded the group that they reviewed and approved updates in October for the job descriptions-those have been submitted to the State and accepted. YSEDC's handbook is currently under attorney review and she anticipates it will be completed and uploaded to the State by the deadline of December 30 to satisfy 2025 organizational standards.

Committee Updates

- **Bylaws committee** (Brynda Stranix, Justine Gill, Dee Dee Brady)
No Report

- **Executive committee** – (Chairman, Justine Gill; Vice Chairman, Christine Ivory; Secretary, Pattra Runge; Treasurer, Rick Millhollin)
 - **Discuss 2025 Executive Director Annual Review** – Justine Gill reported she will work with the executive officers to complete the review. The 2025 evaluation form will be emailed to the executive committee, they will meet to complete the review, will set a meeting with Brynda to discuss it and then the final review will be presented to the full board at the February meeting for approval.
 - **Nominate and elect 2026 Executive Officers** – Group discussed that current slate of 2025 officers is:
 - Justine Gill, Chair
 - Christine Ivory, Vice Chair
 - Pattra Runge, Secretary
 - Rick Millhollin, Treasurer

Group discussed and nominations were made for the following 2026 slate of officers:

- Christine Ivory, Chair
- Pattra Runge, Vice Chair
- Coleen Morris, Secretary
- Kendra Davis, Treasurer

MOTION: Dee Dee Brady motioned to approve the above slate of officers for 2026, Justine Gill seconded the motion. No opposed. Motion passed.

- **Ad-Hoc Committees**
 - **Strategic Plan** (Full Board)
 - **Review and approve DRAFT 2026-2027 SCCAA Strategic Plan** - Brynda Stranix reported at the last board meeting, the board reviewed suggested changes by staff to bring the 2026-2027 SCCAA strategic plan in line with the 2026-2027 SCCAA Community Action Plan. All suggested staff and board changes were made and the final DRAFT is in the packet for review.
 - **MOTION: Pattra Runge motioned to approve the 2026-2027 Strategic Plan as presented, Lonnie Perez seconded the motion. No opposed. Motion passed.**
 - **Public Awareness/Marketing** (Brynda Stranix)
 - No report
 - **Site Visit** (Kendra Davis, Rick Millhollin, Lonnie Perez, Justine Gill, Christine Ivory, Sharon Foote, Pattra Runge)
 - **Review and approve 2025 Service Provider Site Visit Summary Report** – Brynda Stranix reported the report includes both information obtained from the board member site visits as well as information provided by the sub-grantees on their pre-visit questionnaires. Jackie Slade thanked all the committee and board members who stepped up to complete the visits when the site visit chair had to step down. Group discussed next year having the service providers complete the board member site visit questions in advance of the visit and then discuss and give the completed questions to the site visit committee members at the visit.
 - **MOTION: Dee Dee Brady motioned to approve the 2025 Service Provider Site Visit Report as presented, Justine Gill seconded the motion. No opposed. Motion passed.**
 - **Community Action Plan (Full Board)**
 - No report

▪ **Nominating Committee (Full Board)**

- **Two vacant private sector positions since April 2024, two Low-Income positions since February/August 2025, one District 5 position since October 2025** – Group discussed they have several vacancies now and need to recruit. Coleen Morris has reached out to several people regarding possibly filling private sector positions. Jackie Slade talked to Sutter County District 5 Supervisor, Jeff Stephens, regarding appointing someone. Kendra Davis asked for a board application and information on SCCAA and the vacancies so she can post at her work and email out to potential candidates.

▪ **Allocation Committee (Full Board)**

- **Conflict Disclosure/Declaration, excuse board members with a conflict of interest** – Kendra Davis and Coleen Morris excused themselves due to conflict of interest.
- **Discuss 2026 CSBG allocation from CSD for estimated \$282,000, authorize signing of Board Resolution to accept 2026 funds** – Jackie Slade reported we have not received SCCAA's 2026 contract allocation or contract number, however we are estimating it will be close to 2025's allocation of \$282,000. For timing purposes, the board needs to authorize the signing of the board resolution to accept the allocation of 2026 funds once they are determined. The resolution has blank spaces to be filled in once the 2026 contract number is released.

MOTION: Dee Dee Brady made a motion to authorize the acceptance of 2026 CSBG funds and signing of the board resolution, Lonnie Perez seconded the motion. No opposed. Motion passed.

- **Review and discuss 17 applications, determine allocations for 2026 CSBG regular funding of estimated \$282,000 (\$249,000 for service providers, \$33,000 for YSEDC 12% admin)** – Jackie Slade reported that since CSD has not released SCCAA's 2026 allocation yet, we will use last years allocation as a guide for determining allocations.

Brynda Stranix reported SCCAA received seventeen applications for 2026 and reminded the group to refer to SCCAA's top priorities identified in the 2026-2027 Community Action Plan when discussing the applications:

- 1) Increase homelessness prevention and reduction services (including financial literacy, rent/deposit assistance)
- 2) Improve access to food and basic needs
- 3) Expand access to health services (including mental, behavioral, physical, alcohol/substance abuse)

Extra copies of applications, scoresheets and a funding and application request spreadsheet from 2022-2026 were available at the meeting, although the members had received the information in early November.

Group reviewed each of the seventeen applications and discussed programs to be offered, duplication of services, agency capacity, efficiency of programs, how the programs align with YCCSC's 2026-2027 Community Action Plan top priorities, sustainability of the programs, potential number of clients to be served, etc. Group discussed the following allocations and determined if the final State allocation is less or more than anticipated, then an equal percentage will be added or subtracted to each contract:

| | |
|--|--------|
| Bridges to Housing | 25,000 |
| Child Advocates of Placer, Yuba and Sutter Counties (CASA) | 17,000 |
| Habitat for Humanity-Utilities assistance | 20,000 |
| New Day Training Center | 25,000 |
| Regional Emergency Shelter Team (REST) | 30,000 |
| Salvation Army | 50,000 |
| Sutter County Children and Families Commission | 18,000 |
| Sutter County Health and Human Services | 18,000 |

| | |
|---|------------------|
| Yuba-Sutter Food Bank | 30,000 |
| Yuba-Sutter Legal Center for Seniors | 15,000 |
| YSEDC –Admin at 12% | 33,000 |
| Area 4 Agency on Aging | 0 |
| Casa de Esperanza | 0 |
| Christian Assistance Network | 0 |
| California Rural Legal Assistance | 0 |
| Habitat for Humanity-Outpatient SUD Treatment program | 0 |
| SAVE Family Foundation | 0 |
| Sri Guru Nanak Sikh Temple | 0 |
| TOTAL | \$281,000 |

MOTION: Lonnie Perez made a motion to accept the funding allocations as indicated above, with all allocations being adjusted an equal percentage up or down depending on CSD's allocation to SCCAA, Justine Gill seconded the motion. Motion passed unanimously.

NEW BUSINESS – Jackie Slade reminded the group they chose in October to have Twin Cities Rescue Mission do a presentation at their February 2026 meeting.

MEMBER UPDATES – Pattra Runge reported Regional Housing recently broke ground on Richland Village, a 133-unit affordable housing project off Garden Highway in Yuba City. In addition, Habitat for Humanity is breaking ground on Merriment Village, a 217-unit affordable housing project on Walton Avenue, Yuba City on December 9.

ADJOURNMENT

2026 SCCAA Board Meetings
 (3rd Thursday of the month)
 February 19, April 16, June 18, August 20, October 15, November 19

ADJOURNMENT - There being no further business to come before the board, the meeting was adjourned at 5:30 pm. **The next regularly scheduled meeting of the board of directors will be February 19, 2026 at 3:00 p.m.** at Yuba-Sutter Economic Development Corporation, 950 Tharp Road, Suite 1303, Yuba City, CA 95993 or via zoom.

Signed: _____ Date: _____

Name: _____ Position: _____

**Sutter County Community Action Agency
2025 Organization-Wide Report of Expenditures by Service Provider**

| Agency | | 1st Period 1/1-2/29 | 2nd Period 3/1-4/30 | 3rd Period 5/1-6/30 | 4th Period 7/1-8/31 | 5th Period 9/1-10/31 | 6th Period 11/1-12/31 | % used |
|--|--|--|------------------------|------------------------|------------------------|-------------------------|--------------------------|-------------|
| Bridges to Housing -01 | Budget <i>Actual Expenditure</i> Remaining Balance | 20,000.00 1,300.00 18,700.00 | 500.00 | 3,101.00 | 13,262.00 | 1,837.00 | 0.00 | 100% |
| Casa de Esperanza-02 | Budget <i>Actual Expenditure</i> Remaining Balance | 30,000.00 2,131.57 27,868.43 | 10,320.87 | 2,406.21 | 3,833.40 | 4,908.22 | 6,399.73 | 100% |
| Habitat for Humanity-Empowerment-03 | Budget <i>Actual Expenditure</i> Remaining Balance | 18,754.00 6,052.56 12,701.44 | 6,157.02 | 6,544.42 | 0.00 | 0.00 | 0.00 | 100% |
| New Day Training-05 | Budget <i>Actual Expenditure</i> Remaining Balance | 40,000.00 4,134.95 35,865.05 | 8,094.13 | 2,300.00 | 7,000.00 | 11,772.50 | 6,698.42 | 100% |
| Savation Army-06 | Budget <i>Actual Expenditure</i> Remaining Balance | 50,000.00 8,333.33 41,666.67 | 8,333.33 | 8,333.33 | 8,333.33 | 8,333.33 | 8,333.35 | 100% |
| Sutter County Children & Families-07 | Budget <i>Actual Expenditure</i> Remaining Balance | 11,498.00 0.00 11,498.00 | 0.00 | 9,991.09 | 0.00 | 0.00 | 1,506.91 | 100% |
| Sutter County HHS-08 | Budget <i>Actual Expenditure</i> Remaining Balance | 20,000.00 0.00 20,000.00 | 1,000.00 | 0.00 | 0.00 | 5,636.00 | 13,364.00 | 100% |
| Yuba Sutter Legal Center-11 | Budget <i>Actual Expenditure</i> <i>Amendment</i> <i>Total</i> Remaining Balance | 15,000.00 1,883.61 2,159.43 2,701.56 2,000.00 1,883.61 2,159.43 4,701.56 2,096.48 6,255.40 13,116.39 10,956.96 | 2,159.43 | 2,701.56 | 2,096.48 | 2,686.37 | 1,472.55 | 100% |
| Yuba Sutter Food Bank-10 | Budget <i>Actual Expenditure</i> Remaining Balance | 35,000.00 4,266.29 30,733.71 | 5,083.38 | 4,732.88 | 5,809.39 | 5,730.23 | 9,377.83 | 100% |
| Sutter Yuba Homeless Consortium-09 | Budget <i>Actual Expenditure</i> <i>Amendment</i> <i>Total</i> Remaining Balance | 10,000.00 4,049.67 2,756.76 159.47 4,049.67 2,916.23 2,787.96 246.14 5,950.33 3,034.10 | 2,756.76 | 2,787.96 | 246.14 | 0.00 | 0.00 | 100% |
| Under SYHC | Budget | Actual Expenditures | | | | | | |
| Hands of Hope | | 7,300.00 | 2,530.34 | 2,261.76 | 2,261.76 | 246.14 | 0.00 | 100% |
| SYHC | | 2,700.00 | 1,519.33 | 654.47 | 526.20 | 0.00 | 0.00 | 100% |
| | | 10,000.00 | 4,049.67 | 2,916.23 | 2,787.96 | 246.14 | 0.00 | 0.00 |
| Yuba-Sutter Economic Development Corporation-ADMIN | Budget <i>Actual Expenditure</i> Remaining Balance | 34,125.00 5,653.00 28,472.00 | 5,653.00 | 5,653.00 | 5,722.00 | 5,722.00 | 5,722.00 | 100% |

| | | | | | | | | |
|------------------------|-------------------|------------|------------|-----------|-----------|-----------|---------------|--|
| Total Contract | 284,377.00 | | | | | | | |
| Sub-Grantee Expenditur | 32,151.98 | 44,564.39 | 44,898.45 | 40,580.74 | 40,903.65 | 47,152.79 | \$ 250,252.00 | |
| YSEDC Expenditure | 5,653.00 | 5,653.00 | 5,653.00 | 5,722.00 | 5,722.00 | 5,722.00 | \$ 34,125.00 | |
| Remaining Balance | 246,572.02 | 196,354.63 | 145,803.18 | 99,500.44 | 52,874.79 | 0.00 | \$ 284,377.00 | |

2025 DISCRETIONARY Contract Report of Expenditures by Sub-grantee

| Service Provider | | 1st period-Aug 15/Sept. 2025 | 2nd period-Oct/Nov. 2025 | 3rd period-December 2025 | | | |
|-----------------------------------|--------------|------------------------------|--------------------------|--------------------------|------|--|--|
| Economic Development Corporation- | Contract | 3,120.00 | | | | | |
| | Expenditure | 498.00 | 1,519.25 | 1,102.75 | | | |
| | Balance left | 2,622.00 | 1,102.75 | 0.00 | 0.00 | | |
| Sutter County Children & Families | Contract | 10,000.00 | | | | | |
| | Expenditure | 0.00 | 0.00 | 10,000.00 | | | |
| | Balance left | 10,000.00 | 10,000.00 | 0.00 | 0.00 | | |
| Salvation Army | Contract | 12,880.00 | | | | | |
| | Expenditure | 4,326.67 | 8,553.33 | 0.00 | | | |
| | Balance left | 8,553.33 | 0.00 | 0.00 | 0.00 | | |
| Sub-grantee Total Budget | | 26,000.00 | | | | | |
| Expenditure Total | | 4,824.67 | 10,072.58 | 11,102.75 | 0.00 | | |
| Balance left | | 21,175.33 | 11,102.75 | 0.00 | 0.00 | | |

100%

100%

100%

Sutter County Community Action Agency 2026 Organization-Wide Report of Expenditures by Service Provider

Board Member 2026 Income Certification

Federal Poverty Guidelines for 2026

Board Member: _____

Date completed: _____

Please **circle the number** that represents the number of persons living in your household.

Move to the right of the number you circled and mark an X in the Over or Under column depending on if your household income is over or under the indicated poverty threshold.

| Family Size | 200% of Poverty | Over | Under |
|-------------|-----------------|------|-------|
| 1 | 31,920 | | |
| 2 | 43,280 | | |
| 3 | 54,640 | | |
| 4 | 66,000 | | |
| 5 | 77,360 | | |
| 6 | 88,720 | | |
| 7 | 100,080 | | |
| 8 | 111,440 | | |

SOURCE: *Federal Register, Department of Health and Human Services January 2026*

<https://aspe.hhs.gov/poverty-guidelines>



2025 Executive Director/Leadership Performance Evaluation

| Scope of Work per SCCAA and YSEDC Professional Services Agreement 2023-2028 | |
|---|---|
| Administer the CSBG contract as directed by Sutter County Community Action Agency (SCCAA) and in compliance with the requirements of the California Department of Community Services and Development (CSD)—(positive results from CSD desk and onsite monitoring's) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Attendance at SCCAA general Board meetings | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Preparation and timely distribution of agendas and minutes for each SCCAA board meeting | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Preparation and timely distribution of annual RFP/NOFA for SCCAA CSBG allocated funds | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Preparation and timely distribution of annual service provider contracts for SCCAA CSBG funds | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Assist SCCAA with preparation of annual contract documents with CSD | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Preparation and timely submittal of bi-monthly payment requests to CSD (EARS) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Preparation and timely submittal of annual reports to CSD | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Preparation and timely submittal of the Community Action Plan (CAP) to CSD, including completion of the needs assessment (every two years) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Assist SCCAA with updates to its Strategic Plan (lead strategic plan efforts to determine agency goals, objective and strategies) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Assist SCCAA in adhering to their Strategic Plan and obtaining their objectives/strategies | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Keep SCCAA in compliance with CSD Organizational Standards | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Preparation and submittal of other reports and surveys as required by CSD for the Sutter County CSBG program | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Annual monitoring and oversight of service providers for compliance with CSBG policies and procedures | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Review and approval of service providers expenditure reports | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Process and provide timely payments of authorized expenses to service providers | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Provide sufficient staffing for administration of the CSBG contract | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

| | |
|---|---|
| Maintain SCCAA CSBG funds in a separate account specifically for the SCCAA and CSBG program. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Submit bi-monthly expenditure activity reports to the SCCAA board for review and approval. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Additional Provisions | |
| Maintain and preserve for a period of three (3) years any books, documents, papers, and records which are relevant to SCCAA's and YSEDC's Professional Services Agreement | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Maintain for the duration of the contract SCCAA and YSEDC insurance (general liability, automobile, fidelity, workers comp as applicable) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Prepare and ensure timely filing of SCCAA annual tax returns | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Prepare and file registration with Registry of Charitable Trusts and Secretary of State | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Comments: | |
| Brynda and Jackie with YSEDC consistently exceeds expectations in its support of grant awardees as well as in its service to the board. Their work is marked by a high level of professionalism, reliability, and helpfulness | |
| Additional Comments: | |
| Executive Director 2025 regular contract compensation was 5% or \$1,618.50 of total contract administration funding of \$34,125. Executive Director 2025 Discretionary contract compensation was 11% or \$332 of total contract administration funding of \$3,120. | |
| YSEDC provided \$14,264 in in-kind staff time/payment of other expenses to SCCAA. | |
| Signed _____ Date _____ Brynda Stranix, Executive Director | |
| Signed _____ Date February 5, 2026 Justine Gill, 2025 SCCAA Board Chair | |

MISSION

To assist Sutter County residents achieve greater self-sufficiency and economic independence through the development of partnerships and collaborations with agencies that serve the low-income.

- **Increase homelessness prevention and reduction services (Including financial literacy, rent/deposit assistance)**
- **Improve access to food and basic needs**
- **Expand access to health services (Including mental, behavioral, physical, alcohol/substance abuse)**

VISION

Guided by the needs of the community, improve the quality of life in Sutter County



| ROMA* GOAL | OBJECTIVES/STRATEGIES |
|--|--|
| 1 Individuals and families are stable, achieve economic security and are self sufficient | Increase homelessness prevention and reduction services (including financial literacy, rent/deposit assistance) Key Strategies <ul style="list-style-type: none"> ▪ Support agencies that provide emergency funds for unexpected hardships (i.e. utilities, rent, car repair, rental deposits, etc.) ▪ Support agencies that provide emergency shelter and counseling/education services (including domestic violence services) ▪ Support agencies that provide affordable legal services to help the low-income obtain or maintain income, housing and medical care Improve access to food and basic needs Key Strategies <ul style="list-style-type: none"> ▪ Support agencies that provide access to healthy food ▪ Support increased food distribution days/times available to include after typical work hours for working families Reduce the number of at-risk and challenged low-income individuals and families in Sutter County Key Strategies <ul style="list-style-type: none"> ▪ Support agencies that provide job training programs/skills and education required for employment and/or job advancement ▪ Support programs designed to promote self-sufficiency, accountability and life skills training ▪ Promote and market the new Yuba-Sutter Transit Mobility on Demand system to assist low-income and mobility challenged individuals access employment and educational opportunities |
| 2 Sutter County is healthy and offers economic opportunity | Expand access to health services (including mental, behavioral, physical, and alcohol/substance abuse) Key Strategies <ul style="list-style-type: none"> ▪ Support agencies that provide outpatient medical and behavioral health programs for the low and moderately severe mentally ill ▪ Support agencies that provide semi-permanent shelter that offer a comprehensive array of services to include mental health counseling and substance abuse programs Provide opportunities that improve the quality of life of low-income residents in Sutter County Key Strategies <ul style="list-style-type: none"> ▪ Support agencies that improve the areas in which we live, including but not limited to: improving safe passages, developing parks, community centers, low-cost housing rehabilitation programs, etc. ▪ Support the creation of affordable, transitional and permanent supportive housing in the region |
| 3 People are engaged and active in the community | Increase community engagement among low-income residents Key Strategies <ul style="list-style-type: none"> ▪ Increase awareness of volunteer, board and committee opportunities available within regional service providers |
| 4 Educate the community of efforts and progress to reduce homelessness and poverty and assist agencies that serve the low-income to increase their capacity to achieve results | Strengthen the efficiency, sustainability and effectiveness of SCCAA and agencies that serve the low-income Key Strategies <ul style="list-style-type: none"> ▪ Encourage and educate the non-profit community of funding opportunities and capacity building measures ▪ Maintain and refresh SCCAA website, Facebook page and bi-monthly newsletter Increase public knowledge and encourage community action Key Strategies <ul style="list-style-type: none"> ▪ Increase community education about SCCAA and its service providers activities, achievements, needs, volunteer opportunities, etc. via the newsletter, press releases, social media |



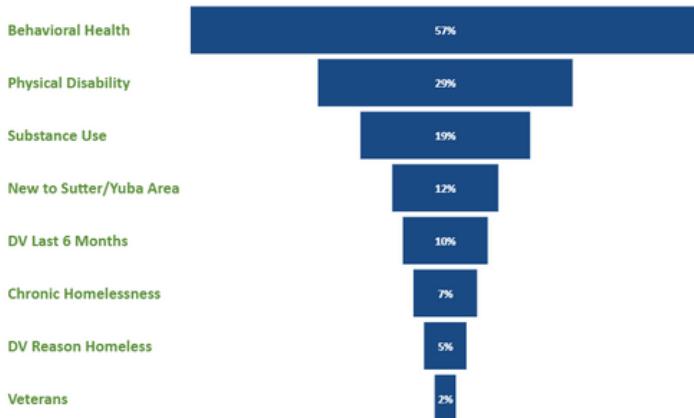
Regional Homeless Update

January 2026

Total Clients Entering the CE System



Self-Reported Survey Responses for New Adults



People Connected to Shelter January 2026

| Shelter | New | Utilization Rate* | Total Capacity |
|----------------------|-----|-------------------|----------------|
| Better Way | 10 | 100% | 36 |
| Casa De Esperanza | 8 | 63% | 24 |
| Life Building Center | 19 | 140% | 25 |
| REST | 38 | 100% | 30 |
| The Depot | 0 | 0% | 50 |
| The Mission | 7 | 122% | 46 |

*Shelter utilization rates are from the last day of the month.

Top 3 Reasons for Becoming Homeless



Average Monthly Income & Percentage with Income

| Households with Children | Average Income | Percent with Income |
|-----------------------------|----------------|---------------------|
| \$1,710 | | 91% |
| Average Income | | Percent with Income |
| Households without Children | | |
| \$520 | | 38% |
| Average Income | | Percent with Income |

Number of People Housed through SYHC Partners

January 1st to January 31, 2026

| Month | Sutter Active Clients | Sutter County Housed YTD | Yuba Active Clients | Yuba County Housed YTD |
|---------|-----------------------|--------------------------|---------------------|------------------------|
| January | 626 | 13 | 715 | 1 |



February 19, 2026

TO: Sutter County Community Action Agency Board Members

FROM: Brynda Stranix, Executive Director

RE: Staff Report re:2026-27 Strategic Plan/Programmatic Activities Update January/February 2026

GOAL 1: INDIVIDUALS AND FAMILIES ARE STABLE, ACHIEVE ECONOMIC SECURITY AND ARE SELF-SUFFICIENT

OBJECTIVE: Increase homelessness prevention and reduction services (including financial literacy, rent/deposit assistance)

Support agencies that provide emergency funds for unexpected hardships (ie utilities, rent, car repair, rental deposits, etc)

- \$25,000 in 2026 SCCAA Regular funding was awarded to Bridges to Housing to provide rental deposits, rent payments and other housing assistance to low-income clients.
- \$18,000 in 2026 SCCAA Regular funding was awarded to Sutter County Health and Human Services to provide financial assistance and basic household items to assist individuals transitioning from Better Way Shelter into permanent housing.
- \$20,000 in 2026 SCCAA Regular funding was awarded to Habitat for Humanity to provide financial assistance to low-income Sutter County residents for utilities to help avoid eviction and prevent homelessness.

Support agencies that provide emergency shelter and counseling/education services (including domestic violence services)

- \$30,000 in 2026 SCCAA regular funding was awarded to Regional Emergency Shelter Team (REST) to provide emergency overnight shelter, hot meals, hygiene supplies and case management support for unhoused individuals and families during the winter months.

Support agencies that provide affordable legal services to help the low-income obtain or maintain income, housing and medical care

- \$15,000 in 2026 SCCAA Regular funding was awarded to Yuba-Sutter Legal Services for Seniors to provide free legal services and advocacy for low-income persons aged 60 and over in Sutter County to help them obtain or maintain their income, housing and medical care.

OBJECTIVE: Improve access to food and basic needs

Support agencies that provide access to healthy food

- \$30,754 in 2026 SCCAA Regular funding was awarded to Yuba-Sutter Food Bank to support their food sourcing and partner agency program to help expand access to food and basic needs for low-income residents and the food insecure.

Support increased food distribution days/times available to accommodate working families

- February 2026 Yuba-Sutter Food Bank Food Distribution Schedule indicates the following:
 - o There are 13 food pantries in Sutter County, only 3 of which distribute at times convenient for working families.
 - o In addition, of the eight USDA distributions/Community Food Giveaways in Sutter County, the following is available for working families:
 - Last Saturday of the month 10am at 850 Gray Avenue, Yuba City

Misc. activities to improve access to food and basic needs

- \$18,000 in 2026 Regular funding was awarded to Sutter County Children and Families Commission to support the Sutter County Diaper Bank that will provide free diapers and wipes to low-income families with young children to help them achieve economic stability.

OBJECTIVE: Reduce the number of at-risk and challenged low-income individuals and families in Sutter County

Support agencies that provide job training programs/skills and education required for employment and/or job advancement

- December 2025, Twin Cities Rescue Mission reported they anticipate their Training Center at their Mission North property (formerly 14Forward), will be open and fully functional by January 2026. They have a Chaplain there three days a week and CPR classes will be starting soon. Other services will include resume` building, job search, record expungement workshops, AA Classes, Recovery classes and more.
- February 2026, Sutter County One Stop is offering a Soft Skills Employers Want, Tell me About Yourself and Job Readiness workshop and Professional Self, Mannerism/Grooming workshop at the Hands of Hope Homeless Day Center.

Support programs designed to promote self-sufficiency, accountability and life skills training

- \$17,000 in 2026 SCCAA Regular funding was awarded to Child Advocates of Placer, Yuba and Sutter County to support the Court Appointed Special Advocates (CASA) program that provides support and mentorship for foster youth in Sutter County.

Promote and market the new Yuba-Sutter Transit Mobility on Demand system to assist low-income and mobility challenged individuals access employment and educational opportunities

No January/February update

GOAL 2: SUTTER COUNTY IS HEALTHY AND OFFERS ECONOMIC OPPORTUNITY

OBJECTIVE: Expand access to health services (including mental, behavioral, physical and alcohol/substance abuse)

Support agencies that provide outpatient medical and behavioral health programs for the low and moderately severe mentally ill.

- \$25,000 in SCCAA 2026 regular funding was awarded to New Day Training Center to provide group and individual behavioral health therapy programs for low-income Sutter County residents who need mild/moderate level therapeutic care and provide substance abuse recovery support.

Support agencies that provide semi-permanent shelter that offer a comprehensive array of services to include mental health counseling and substance abuse programs

- February 2026, Hands of Hope Center in Yuba City, that offers laundry, showers and other support for homeless families and individuals, reported their monthly service calendar includes free one-on-one counseling and support with a Sutter Yuba Behavioral Health Representative.
- January 2026, SCCAA management attended a Sutter Yuba Homeless Consortium meeting to discuss the imminent closure of the Salvation Army Depot, a 64-bed family shelter offering wraparound services including a substance abuse recovery program and self-sufficiency program. Salvation Army's substance abuse recovery services will not continue after the closure of the Depot. Discussed next steps for the current Depot residents and the future of the services in the community. Salvation Army reported they are willing to provide the training resources to another agency that would like to continue the program in the area.

OBJECTIVE: Provide opportunities that improve the quality of life of low-income residents in Sutter County

Support agencies that improve the areas in which we live, including but not limited to: improving safe passages, developing parks, community centers, low-cost housing rehabilitation programs, etc.

No January/February update

Support the creation of affordable, transitional and permanent supportive housing in the region

- February/March 2026 newsletter included an article on Regional Housing Authority's groundbreaking ceremony for Richland Village, a 133 unit of one, two and three bedroom apartment complex, located at 470 Bernard Drive, Yuba City. Construction anticipated to be completed in 2027.

- December 2026, SCCAA management attended the groundbreaking for Habitat for Humanity's Merriment Village, a 217-unit affordable housing project at 428 N Walton Avenue, Yuba City.

GOAL 3: PEOPLE ARE ENGAGED AND ACTIVE IN THE COMMUNITY

OBJECTIVE: Increase community engagement among low-income residents

Increase awareness of volunteer, board and committee opportunities available within regional service providers

- December/January 2026 newsletter had a flyer on low-income sector volunteers needed for YCCSC's board, private, public and low-income sector volunteers needed for SCCAA's board and volunteers needed for Child Advocates of Placer, Yuba and Sutter counties to mentor foster youth.
- February/March 2026 newsletter had an article on Sutter Yuba Homeless Consortium's new "Volunteer" link for agencies to post on and for people to find volunteer opportunities. It also had flyers for District 5, private and low-income sector volunteers needed for SCCAA's board and low-income sector volunteers for YCCSC's board.

GOAL 4: EDUCATE THE COMMUNITY OF EFFORTS AND PROGRESS TO REDUCE HOMELESSNESS AND POVERTY AND ASSIST AGENCIES THAT SERVE THE LOW-INCOME TO INCREASE THEIR CAPACITY TO ACHIEVE RESULTS

OBJECTIVE: Strengthen the efficiency, sustainability and effectiveness of SCCAA and agencies that serve the low-income

Encourage and educate the non-profit community of funding opportunities and capacity building measures

- December/January 2026 newsletter was distributed and included information/tips on Recession-Proofing your Nonprofit, Hidden Cost of Noncompliance, six webinars that address nonprofit organization needs, nine grant opportunities, nonprofit agency events and more.
- February/March 2026 newsletter (attached) was distributed and included information/tips on Fiscal Sponsorships for Nonprofits, How to Write a Grant Report, three webinars/workshops that address nonprofit organization needs, seven grant opportunities, nonprofit agency events and more.

Maintain and refresh SCCAA website, Facebook page and bi-monthly newsletter

- November-February 2026 had increase in followers by 15. Facebook page was created September 2016 and is posted on regularly. Currently it has 167 followers.
- Bi-monthly newsletter began distribution in December 2016. Currently it is distributed to about 233 contacts from local non-profits.
- (Ongoing) posted SCCAA and its service provider activities on Facebook, www.suttercares.org and in the bi-monthly newsletter to increase visibility.
- (Ongoing) a services resources page by category is on SCCAA's website www.suttercares.org and is reviewed and updated continually.

OBJECTIVE: Increase public knowledge and encourage community action

Increase community education about SCCAA and its service providers activities, achievements, needs, volunteer opportunities, etc. via the newsletter, press releases, social media

- December-February 2026 posted flyers on Facebook to promote Sutter Yuba Behavioral Health focus group meetings to guide future behavioral health programs, Alcouffe Center Free in-person tax preparation service, BeXtra's holiday sneaker drive, Sutter County Children & Families Commission free Health & Development screenings for kids, Salvation Army's holiday volunteers needed, Habitat for Humanity's Merriment Village Ground Breaking Ceremony, Casa de Esperanza's, Hope Haven counseling and support center, Sutter County Diaper Bank distribution information, Sedona Project's Grief session
- December/January 2026 newsletter had SCCAA's board vacancies, article on Child Advocates of Placer, Yuba & Sutter need for volunteers and flyer advertising their holiday gift drive.
- February/March 2026 newsletter had an article/flyer listing SCCAA's 2026 funded agencies and its board vacancies.
- (Ongoing) Each board meeting is noticed in Appeal Democrat and Territorial Dispatch newspapers under events or business calendar.

Misc. activities to strengthen the efficiency and effectiveness of SCCAA and its service providers

- January/February 2026, SCCAA management listened to 2026 contract webinar, 2026 CSBG contract 425 Budget Series webinar and participated in new CSBG Financial Management (FMM) training webinar and quarterly CSD Service Provider meeting
- (Ongoing) SCCAA's Executive Director is active with the following groups in an effort to encourage community agencies to partner with Coordinated Entry, collaborate together and find solutions for our region:
 - President-Sutter Yuba Homeless Consortium (Continuum of Care)
 - Board member-Sutter Community Affordable Housing Board
 - Administrative staff to Yuba County Community Services Commission



SUTTER COUNTY
COMMUNITY ACTION AGENCY 993

Or email to islade@ysedc.org

For more information, contact Jackie Slade at
(530) 751-8555

APPLICATION FOR BOARD MEMBERSHIP

Community Action Agencies are designated and funded to reduce poverty in the communities they serve. Every service, activity, and role funded under Community Action must answer the question: "How does this move the needle on helping families out of poverty?"

Sutter County Community Action Agency (SCCAA) is tasked with maintaining a Community Action Board that operates to assist the low-income residents of Sutter County. The Board is composed of fifteen members representing three sectors: low-income, public, and private. Each member makes a commitment to represent the needs of the particular part of the community they represent.

NAME Amanda Husted

MAILING ADDRESS 781 Taber Ave

RESIDENCE ADDRESS 781 Taber Ave SUPERVISORIAL DISTRICT 1

HOME TELEPHONE 530-870-7064 BUSINESS TELEPHONE 530-870-7064 CELL 530-870-7064

EMAIL amandajhusted@yahoo.com

OCCUPATION/PROFESSION/EMPLOYER Consultant in Real Estate & Non-Profit Organizations - Sutter-Yuba Consulting Inc.

Which sector of the community do you wish to represent?

- Public Sector-Board of Supervisor Representative** Must be a Sutter County Board of Supervisor or their appointee, a Sutter County resident, at least 18 years of age and will serve the length of term of the Supervisor.
- Private Sector Representative** Must be a Sutter County resident, at least 18 years of age and will serve a 3-year term.
- Low Income Representative** Must be living in poverty or be from an organization that represents/serves low-income groups, a Sutter County resident, at least 18 years of age and will serve a 3-year term. In addition, must complete the Low-Income Sector Application Supplement with petition.

REASONS FOR WISHING TO SERVE ON THIS BOARD I want to serve on this board to help strengthen support, resources, and opportunities for underserved individuals and families in Sutter County.

QUALIFICATIONS FOR SERVING ON THIS BOARD (if a low-income rep, make sure to indicate your qualifications to represent the low income)

I regularly collaborate with low-income families through SAYLOVE's outreach and service projects, giving me a strong understanding of their needs and how to support them at the board level.

LIST ANY PUBLIC POSITIONS CURRENTLY HELD None

LIST OTHER BOARDS/COMMITTEES/COMMISSIONS ON WHICH YOU CURRENTLY SERVE, OR HAVE PREVIOUSLY SERVED
2022-2024 I was the Secretary/Treasurer then became a Director for the Sutter County Employees Union Board.

I HEREBY DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

I understand that if I am affiliated with an agency currently allocated or seeking Community Service Block Grant (CSBG) funds, I will be unable to participate in any part of SCCAA's process involving the allocation of CSBG funds during the course of my board term if selected.



APPLICATION FOR BOARD MEMBERSHIP

Return this application to:
 Sutter County Community Action Agency
 950 Tharp Road, Suite 1303, Yuba City, CA 95993
 Or email to jslade@ysedc.org
 For more information, contact Jackie Slade at
 (530) 751-8555

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NAME Jillian Justice-Childs

MAILING ADDRESS 229 Clark Avenue Suite I Yuba City, CA 95991

1685 Green Valley Rd

RESIDENCE ADDRESS Yuba City, CA 95993

SUPERVISORIAL DISTRICT 4

HOME TELEPHONE _____ BUSINESS TELEPHONE 530-755-0180 CELL 209-418-9316

EMAIL jjustice1@farmersagent.com

OCCUPATION/PROFESSION/EMPLOYER Insurance Agency Owner

Which sector of the community do you wish to represent?

- Public Sector-Board of Supervisor Representative** Must be a Sutter County Board of Supervisor or their appointee, a Sutter County resident, at least 18 years of age and will serve the length of term of the Supervisor.
- Private Sector Representative** Must be a Sutter County resident, at least 18 years of age and will serve a 3-year term.
- Low Income Representative** Must be living in poverty or be from an organization that represents/serves low-income groups, a Sutter County resident, at least 18 years of age and will serve a 3-year term. In addition, must complete the Low-Income Sector Application Supplement with petition.

REASONS FOR WISHING TO SERVE ON THIS BOARD I love our community and the work that everyone puts into it. We have a wonderful long list of non-profits that provide much needed services to our area, and these organizations need supporting. I want to be part of SCCAA to help

facilitate that support and make a difference in those organizations and the funding provided through the county to these organizations

QUALIFICATIONS FOR SERVING ON THIS BOARD (if a low-income rep, make sure to indicate your qualifications to represent the low income)

I have sat on many boards in my time in Yuba-Sutter, directly facilitating the growth and economic prosperity of our local economy and non-profits. I've been instrumental in many local fundraising initiatives from SoYouCan's Candy Cane Lane, to the Yuba-Sutter Chamber Gala, Taste of Yuba Sutter, Rolling Relief, and many more.

LIST ANY PUBLIC POSITIONS CURRENTLY HELD _____

LIST OTHER BOARDS/COMMITTEES/COMMISSIONS ON WHICH YOU CURRENTLY SERVE, OR HAVE PREVIOUSLY SERVED _____

Board of Directors Member for Yuba-Sutter Chamber of Commerce, &Yuba City Rotary

Former Board Member for Rolling Relief Non-Profit

I HEREBY DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I understand that if I am affiliated with an agency currently allocated or seeking Community Service Block Grant (CSBG) funds, I will be unable to participate in any part of SCCAA's process involving the allocation of CSBG funds during the course of my board term if selected.

SIGNATURE 

DATE 11/21/2025



APPLICATION FOR BOARD MEMBERSHIP

Return this application to:
Sutter County Community Action Agency
950 Tharp Road, Suite 1303, Yuba City, CA 95993
Or email to jslade@ysedc.org
For more information, contact Jackie Slade at
(530) 751-8555

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NAME Russell Hogue

MAILING ADDRESS 1282 Stabler Lane Suite 630-172 Yuba City, CA 95993

RESIDENCE ADDRESS 4228 Sawtelle Ave #63 Yuba City, CA 95991 SUPERVISORIAL DISTRICT 5

HOME TELEPHONE _____ BUSINESS TELEPHONE 530-674-0201 CELL 530-682-4743

EMAIL rhogue@pacbell.net

OCCUPATION/PROFESSION/EMPLOYER Property Manager Harmony Village Habitat for Humanity

Which sector of the community do you wish to represent?

Public Sector-Board of Supervisor Representative Must be a Sutter County Board of Supervisor or their appointee, a Sutter County resident, at least 18 years of age and will serve the length of term of the Supervisor.

Private Sector Representative Must be a Sutter County resident, at least 18 years of age and will serve a 3-year term.

Low Income Representative Must be living in poverty or be from an organization that represents/serves low-income groups, a Sutter County resident, at least 18 years of age and will serve a 3-year term. In addition, must complete the Low-Income Sector Application Supplement with petition.

REASONS FOR WISHING TO SERVE ON THIS BOARD I appreciate the roll this board plays in supporting the citizens of our county and would like to be a part of that and support the activities of this board.

QUALIFICATIONS FOR SERVING ON THIS BOARD (if a low-income rep, make sure to indicate your qualifications to represent the low income)

Although not applying as a low income rep, I work for an agency supporting low income housing for the citizens of Sutter County.

LIST ANY PUBLIC POSITIONS CURRENTLY HELD _____

LIST OTHER BOARDS/COMMITTEES/COMMISSIONS ON WHICH YOU CURRENTLY SERVE, OR HAVE PREVIOUSLY SERVED _____

I previously served as a member of the Emergency Medical Care Committee, I currently serve as the Chair of the Board of Founding Forward. An educationally oriented non-profit.

I HEREBY DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I understand that if I am affiliated with an agency currently allocated or seeking Community Service Block Grant (CSBG) funds, I will be unable to participate in any part of SCCAA's process involving the allocation of CSBG funds during the course of my board term if selected.

SIGNATURE

DATE 2/9/26

Sutter County Community Action Agency
Application Cover Page for Community Services Block Grant 2026

Requesting Agency: The Salvation Army Nonprofit Public Agency
Faith-based

Unique Entity ID (UEI) formerly Duns #: LF19U9DKFQM6 Federal Tax ID# 94-1156347

Funding Request: \$50,000.00 Program Title: Hope Express & Fresh Friday's

Street Address: 401 Del Norte Ave

City: Yuba City State: CA Zip: 95991

Mailing Address (if different than above): P.O. Box 869, Marysville, CA 95901

Phone: (530) 216-4530 Fax: (530) 671-7312

Email: larry.carmichael@usw.salvationarmy.org

Program Contact Person: Capt. Larry Carmichael

Which of the top three countywide needs will your agency address with CSBG funds? Check ALL that apply

Expand access to health services (including mental, behavioral, physical, alcohol/substance abuse)
 Increase homelessness prevention and reduction services (including financial literacy, rent/deposit assistance)
 Improve access to food and basic needs Not addressing the top needs

Indicate which CSBG Objective your agency primarily feels it would meet with CSBG funding: (check no more than 2)

Employment Agency Capacity Building Income and Asset Building
 Housing Education & Cognitive Development
 Services supporting multiple domains Health & Social/Behavioral Development (includes nutrition)
 Other (ex. Emergency manag./disaster relief)

Certifications

If recommended for funding, will your organization agree to and adhere to CSBG grant guidelines and deliverables, including only using the funds to serve individuals with incomes at or below 200% of the current Federal Poverty Level or the level determined by CSD. Yes No

I attest that I am an official officer representing my firm and authorized with signatory authority to present this proposal package.

I hereby certify that all information in this Request for Proposal is correct. I understand that I may need to submit additional documentation or information before any funds are awarded. I realize that submittal of this Request for Proposal does not constitute a contract or assurance of funding between my organization and the Sutter County Community Action Agency.

Authorized Persons Signature: Larry J. Carmichael Date: 01/21/2026

Authorized Persons Name: Larry J. Carmichael Title: Corps Officer

The Salvation Army Hope Express & Fresh Fridays

Community Services Block Grant Proposal (FY 2026–2027)

The Salvation Army submits this proposal to the Sutter County Community Action Agency for Community Services Block Grant funding for FY 2026–2027 to stabilize and expand food security and homelessness response services for low-income and unhoused residents through the Hope Express and Fresh Friday's programs.

1. Applicant Qualifications/Capacity

The Salvation Army has served the Yuba–Sutter region since 1888, responding to evolving community needs through housing, food security, disaster response, and supportive services. Guided by its mission “to meet human needs without discrimination,” The Salvation Army has developed the operational capacity, partnerships, and fiscal controls necessary to administer CSBG-funded programs aligned with SCCAA’s 2026–2027 Community Action Plan priorities.

During the COVID-19 pandemic, The Salvation Army rapidly expanded food service operations, providing tens of thousands of meals to unhoused individuals across Yuba and Sutter Counties. This effort led to the creation of Hope Express, a mobile street-outreach meal program. Between March and December 2022, Hope Express served nearly 45,000 meals to individuals experiencing homelessness.

In addition, The Salvation Army operates Fresh Fridays, a community food distribution program serving low-income individuals and families experiencing food insecurity. Together, Hope Express and Fresh Fridays form a coordinated food security strategy addressing both unsheltered homelessness and household food instability.

The Salvation Army administers a broad continuum of services in Sutter County, including homelessness prevention, housing navigation, medically tailored meals and groceries, Enhanced Care Management, and emergency disaster services. This breadth of programming demonstrates the organization’s capacity to manage CSBG funding, comply with reporting requirements, and deliver measurable outcomes for low-income residents.

2. Problem Statement/Need

Food insecurity is a persistent and compounding issue among both unhoused individuals and low-income households in Sutter County. According to the Sutter-Yuba Homeless Consortium’s HMIS data, approximately 25% of people experiencing homelessness live with a chronic illness, many residing in unsheltered environments without consistent access to food. Additionally, 27%

report mental illness and 15% report physical disability, making regular, nutritious meals essential to health stability.

Poor nutrition worsens chronic disease, increases emergency healthcare utilization, and undermines behavioral health recovery. National research confirms that food insecurity exacerbates psychiatric symptoms and accelerates physical decline among medically vulnerable populations.

Food insecurity also impacts housed but low-income families. Rising food costs, limited transportation, and fixed incomes force many households to choose between food, rent, utilities, and medical care. Without accessible food distribution programs, these households face increased risk of housing instability and homelessness.

Hope Express and Fresh Fridays address these interconnected challenges by delivering food directly to people where they are, on the streets and in the community, while supporting broader homelessness prevention and health stabilization efforts.

3. Project/Program Description and Outcomes/Community Impact

Hope Express & Fresh Fridays together form a targeted food security initiative serving two priority populations in Sutter County: unhoused individuals and food-insecure households.

Hope Express – Homeless Street Outreach

Hope Express is a mobile street-outreach meal program designed to provide consistent food access to sheltered and unsheltered individuals experiencing homelessness. Due to the expiration of prior funding, Hope Express has been paused since November 28, 2025. Upon receipt of CSBG funding, the program will resume operations twice per week.

Each deployment will provide:

- 150 hot meals
- 150 ready-to-go sack lunches

This allows Hope Express to deliver 300 meals per service day, focusing on locations with high concentrations of unsheltered individuals in coordination with local partners. The program is intentionally structured to be scalable, allowing service days and meal volume to expand as additional resources become available.

In addition to food distribution, Hope Express serves as a point of engagement, connecting participants to shelter, healthcare, and supportive services, including referrals for medically tailored meals through CalAIM when eligible.

Fresh Friday's – Community Food Distribution

Fresh Friday's is a food distribution program serving low-income individuals and families experiencing food insecurity. Due to fiscal constraints, Fresh Fridays currently operates on the 1st and 3rd Friday of each month. With CSBG support, The Salvation Army will expand Fresh Fridays to weekly service, increasing consistent access to nutritious food for households facing rising food costs and limited transportation options.

Fresh Friday's is primarily volunteer-driven, with food purchased through the Yuba-Sutter Food Bank, allowing The Salvation Army to serve over 100 families per distribution for less than \$600 per event. This highly cost-efficient model maximizes the impact of CSBG funds while preserving dignity and access to healthy food.

Expanding Fresh Friday's to every Friday will provide predictable, reliable food access, strengthening household stability and reducing reliance on emergency food systems.

Outcomes and Community Impact

Anticipated outcomes include:

- Approximately 31,200 meals annually through Hope Express once redeployed
- Expansion of Fresh Fridays from twice monthly to weekly distributions, increasing consistency of food access
- Improved nutrition access for chronically ill and vulnerable individuals
- Increased engagement with housing, healthcare, and supportive services

Both programs are positioned to scale immediately if additional funding becomes available.

4. Project/Program Tracking and Evaluation

The Salvation Army utilizes established tracking systems to monitor outputs and ensure accountability. Meal counts, distribution totals, and participant engagement are recorded using internal tracking tools and WellSky, with homeless-service data entered into HMIS as required.

At each Hope Express deployment, staff record meals served and participant engagement. Fresh Friday's distributions are tracked by number of households served and food quantities distributed.

Program performance is reviewed monthly by leadership and summarized for the Advisory Board. The Program Committee evaluates trends, identifies service gaps, and recommends

operational adjustments. Divisional Headquarters provides ongoing fiscal oversight, audits, and compliance monitoring.

Coordination with shelters, healthcare providers, and food banks ensures services reach low-income residents while avoiding duplication and maximizing collective impact.

5. Budget/Budget Narrative

For FY 2026–2027, The Salvation Army requests \$50,000 in CSBG funding to support food purchasing, meal preparation, distribution costs, and limited staffing associated with Hope Express and Fresh Fridays.

CSBG funds will be leveraged with at least \$150,000 in in-kind food donations, including contributions from the Yuba-Sutter Food Bank, Bimbo Bakeries, and Chef's Store, as well as significant volunteer labor that substantially reduces operating costs. While Partnership HealthPlan of California funds Medically Tailored Meals through CalAIM, it does not fund Hope Express operations, making CSBG funding a critical stabilizing resource that allows The Salvation Army to relaunch Hope Express while continuing to leverage healthcare partnerships, in-kind food donations, and volunteer support.

In the event of reduced funding, The Salvation Army will:

- Prioritize volunteer-led and high-impact service days
- Maintain scaled operations focused on highest-need locations
- Strengthen partnerships to expand in-kind and shared resources
- Increase local fundraising and community support

This diversified approach ensures continuity of essential food access while maintaining fiscal responsibility and readiness to scale services as resources allow.

CSBG CONTRACT BUDGET SUMMARY

| | | |
|-------------------------------------|--|-------------------|
| Contractor Name: The Salvation Army | Contract Number: SCCAA-2026 | Amendment Number: |
| Prepared By: Capt. Larry Carmichael | Contract Term: 1/1/2026-12/31/2026 | |
| Telephone Number: 530-216-4530 | Contract Amount: \$50,000 | |
| Date: 1/20/2026 | E-mail Address: larry.carmichael@usw.salvationarmy.org | |

SECTION 10: ADMINISTRATIVE COSTS

| Line Item | | CSBG Funds (round to the nearest dollar) |
|--|------------------------------|---|
| 1 | Salaries and Wages | \$1,000.00 |
| 2 | Fringe Benefits | |
| 3 | Operating Expenses | \$5,000.00 |
| 4 | Equipment | |
| 5 | Out-of-State Travel | |
| 6 | Contract/Consultant Services | |
| 7 | Other Costs | |
| 8 | Disaster | |
| Subtotal Section 10: Administrative Costs (cannot exceed 12% of the total operating budget in Section 80) | | \$6,000.00 |

SECTION 20: PROGRAM COSTS

| Line Item | | CSBG Funds (round to the nearest dollar) |
|---|-----------------------------------|---|
| 1 | Salaries and Wages | \$17,750.00 |
| 2 | Fringe Benefits | \$2,250.00 |
| 3 | Operating Expenses | |
| 4 | Equipment | |
| 5 | Out-of-State Travel | |
| 6 | Subcontractor/Consultant Services | |
| 7 | Other Costs | \$24,000.00 |
| 8 | Disaster | |
| Subtotal Section 20: Program Costs | | \$44,000.00 |

SECTION 40: Total CSBG Budget Amount (Sum of Subtotal Sections 10 and 20) Note: Total cannot exceed allocation amount.

\$50,000.00

SECTION 70: Enter Other Agency Operating Funds Used to Support CSBG

\$553,000.00

SECTION 80: Agency Total Operating Budget (Sum of Sections 40 and 70)

\$603,000.00

SECTION 90: CSBG Funds Administrative Percent (Section 10 divided by Section 80)

1.00%

CSBG BUDGET SUPPORT -- PERSONNEL COSTS

| | | | | |
|-------------------|------------------------|------------------|--|-------------------|
| Contractor Name: | The Salvation Army | Contract Number: | SCCAA-2026 | Amendment Number: |
| Prepared By: | Capt. Larry Carmichael | Contract Term: | 1/1/2026-12/31/2026 | |
| Telephone Number: | 530-216-4530 | Contract Amount: | \$50,000 | |
| Date: | 1/20/2026 | E-mail Address: | larry.carmichael@usw.salvationarmy.org | |

Section 10 -- ADMINISTRATIVE COSTS -- SALARIES AND WAGES

Total (must match Section 10: Administrative Costs line item 1 on the CSD 425.S Budget Summary form) \$1,000

SECTION 20 -- PROGRAM COSTS -- SALARIES AND WAGES

Total (must match Section 20: Program Costs line item 1 on the CSD 425.S Budget Summary form) \$17,750

FRINGE BENEFITS

| Enter description of Fringe Benefits. Please include the percentage of Salaries and Wages paid in Benefits. (Examples: FICA, SSI, Health Ins., Workers Comp. Etc.) | Percentage | Section 10 Administrative Costs List CSBG funds Budgeted Line 2 | Section 20 Program Costs List CSBG funds Budgeted Line 2 |
|--|------------|---|---|
| FICA, Pension, Worker's Compensation, Misconduct, General Liability | 15.00% | | \$2,250.00 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| TOTAL MUST MATCH THE AMOUNT ENTERED ON CSD 425.S (BUDGET SUMMARY) | | | \$2,250 |

CSBG BUDGET SUPPORT -- NON PERSONNEL COSTS

| | | |
|-------------------------------------|--|-------------------|
| Contractor Name: The Salvation Army | Contract Number: SCCAA-2026 | Amendment Number: |
| Prepared By: Capt. Larry Carmichael | Contract Term: 1/1/2026-12/31/2026 | |
| Telephone Number: 530-216-4530 | Contract Amount: 50,000 | |
| Date: 1/20/2026 | E-mail Address: larry.carmichael@usw.salvationarmy.org | |

Hit Alt & Enter at the same time to begin a new line or paragraph within the cell.

| LIST EACH LINE ITEM Totals must match CSD 425.S Budget Summary form Attach additional sheet(s) if necessary | | CSBG | |
|--|--|---|------------------------------|
| | | Section 10: Administrative Costs | Section 20: Program Costs |
| List all Operating Expenses 10% Admin Fees to Headquarters covers Maintenance of 501(c)(3) status, IT Support, Human Resources, Program Assistance, and Yearly Audits | 3 <i>sum should equal total on line item 3 of CSD 425.S Budget Summary form</i> \$5,000 | 3 <i>sum should equal total on line item 3 of CSD 425.S Budget Summary form</i> | |
| List all Equipment Purchases | 4 <i>sum should equal total on line item 4 of CSD 425.S Budget Summary form</i> | 4 <i>sum should equal total on line item 4 of CSD 425.S Budget Summary form</i> | |
| List all Out-of-State Travel: Name of conference; Specify location; Cost per trip | 5 <i>sum should equal total on line item 5 of CSD 425.S Budget Summary form</i> | 5 <i>sum should equal total on line item 5 of CSD 425.S Budget Summary form</i> | |
| List all Contract/Consultant Services | 6 <i>sum should equal total on line item 6 of CSD 425.S Budget Summary form</i> | | |
| List all Subcontractor/Consultant Services | | 6 <i>sum should equal total on line item 6 of CSD 425.S Budget Summary form</i> | |
| Other Costs - List each line item (i - iv): Any additional Other Costs (attach additional sheet if necessary): | Section 10: Administrative Costs | Section 20: Program Cost | |
| i Food Supplies | | \$20,000 | |
| ii Transportation - Canteen & truck Operations | | \$2,000 | |
| iii Kitchen & Dining Supplies | | \$2,000 | |
| iv | | | |
| Total Other Costs (Sum of i, ii, iii, iv): | 7 <i>sum should equal total on line item 7 of CSD 425.S Budget Summary form</i> | 7 <i>sum should equal total on line item 7 of CSD 425.S Budget Summary form</i> | \$24,000.00 |

CSBG Budget Support -- Other Agency Operating Funds

CSBG Contract Budget Narrative

| | | |
|-------------------------------------|--|-------------------|
| Contractor Name: The Salvation Army | Contract Number: SCCAA-2026 | Amendment Number: |
| Prepared By: Capt. Larry Carmichael | Contract Term: 1/1/2026-12/31/2026 | |
| Telephone Number: 530-216-4530 | Contract Amount: \$50,000 | |
| Date: 1/20/2026 | E-mail Address: larry.carmichael@usw.salvationarmy.org | |

Budget Narrative

Administrative Costs

- Finance & Contracts Manager who manages contracts for the program
- Indirect cover support for Information Technology, Human Resources Management and Program Administration, Accounting Services.

Program Costs

- Program Management & Staff who prepare meal services, and manange pantry for weekly food distributions to the public. Purchase of food, dining supplies, and maintenance of vehicles for food services.