

STATE OF NEW MEXICO
HUMAN SERVICES DEPARTMENT
PROFESSIONAL SERVICES CONTRACT AMENDMENT No. 1

THIS Amendment number one to PSC 09-630-9000-0007 is made and entered into by and between the State of New Mexico, Human Services Department, hereinafter referred to as "HSD" or "Agency" and Mid-West Community Action Program hereinafter referred to as the "Contractor."

IT IS MUTUALLY AGREED BETWEEN THE PARTIES THAT THE FOLLOWING PROVISIONS OF THE ABOVE-REFERENCED CONTRACT ARE AMENDED AS FOLLOWS:

Section 1, Scope of Work, is hereby amended to read as follows:

1. Scope of Work.

- A. Contractor shall provide services in a manner that complies with the federal objectives attached hereto as Exhibit A, Scope of Work, Amendment 1.

Section 2, Compensation, is hereby amended to read as follows:

2. Compensation.

*CAB/for
HSD OGC
GAA*

- A. The total amount payable to the Contractor under this amended Agreement, including gross receipts tax and expenses, shall not exceed two million five hundred fifty eight thousand three hundred forty five dollars (\$2,558,345). This amended amount represents an increase of seven hundred thirty two thousand eight hundred seventy seven dollars (\$732,877), which includes Federal Stimulus Funds of six hundred ninety four thousand two hundred seventy nine dollars (\$694,279). This amount is a maximum and not a guarantee that the work assigned to Contractor under this Agreement to be performed shall equal the amount stated herein.
- B. For State Fiscal Year 2009, the total amount paid to the Contractor under the original Agreement, including gross receipts tax and expenses, was four hundred fifty six thousand three hundred sixty seven dollars (\$456,367).

For State Fiscal Year 2010 and within 30 days of the effective date of this amended Agreement, HSD shall pay to the Contractor quarterly advances or monthly reimbursement, to be determined by HSD, for services not to exceed one million one hundred sixty three thousand five hundred twelve dollars, \$1,163,512 (\$469,233 for regular Federal funds and \$694,279 for Federal Stimulus Funds) as detailed in amended Exhibit B.

For State Fiscal Year 2011, the total amount payable to the Contractor under this amended Agreement, including gross receipts tax and expenses, shall not exceed four hundred sixty nine thousand two hundred thirty three dollars (\$469,233).

For State Fiscal Year 2012 the total amount payable to the Contractor under this amended Agreement, including gross receipts tax and expenses, shall not exceed four hundred sixty nine thousand two hundred thirty three dollars (\$469,233).

The total amount payable to the Contractor under this amended Agreement, including gross receipts tax and expenses, shall not exceed two million five hundred fifty eight thousand three hundred forty five dollars (\$2,558,345).

Section 13, Matters Affecting Clients, is hereby amended to read as follows:

13. Matters Affecting Clients.

A. Clients shall be determined to be eligible by the Contractor according to the Community Services Block Grant standards of 200% of the national poverty level.

The following sections are added to this Agreement as follows:

27. Reporting Requirements

If any part of this Agreement is funded pursuant to the American Recovery and Reinvestment Act ("ARRA"), Contractor agrees to abide by the reporting requirements of that act as defined by Agency. Receipt of funds pursuant to ARRA is contingent upon agreement that these reporting requirements will be met. These reporting requirements shall include, but not necessarily be limited to, the following, as applicable:

- a) Contractor shall acquire or update their DUNS number and register with the Central Contractor Registration, if applicable;
- b) Contractor shall report the total amount of funds received;
- c) Contractor shall report the amount of funds received that were expended or obligated to projects or activities, including unobligated balances to facilitate reconciliations;
- d) Contractor shall report a detailed list of all projects or activities for which funds were expended or obligated, including:
 - i) The name of the project or activity;
 - ii) A description of the project or activity;
 - iii) An evaluation of the completion status of the project or activity; and
 - iv) An estimate of the number of jobs created and the number of jobs retained by the project or activity.

Contractor shall also report on any subcontracts awarded pursuant to this Agreement and in accordance with Section 8 of this Agreement, such reporting to comply with the Federal Funding Accountability and Transparency Act. The data elements required for compliance with the Federal Funding Accountability and Transparency Act are as follows:

- a) The name of the subcontractor receiving a subcontract;
- b) The amount of the subcontract agreement;
- c) Information on the subcontract agreement including the transaction type, funding agency, the North American Industry Classification System (NAICS) code or Catalog of Federal Domestic Assistance (CFDA) number (where applicable), program source, and an agreement title descriptive of the purpose of each funding action;
- d) The location of the subcontractor receiving the subcontract agreement and the primary location of performance under the subcontract, including the city, state, congressional district, and country;
- e) A unique identifier of the subcontractor and of the Contractor (the DUNS number) should the subcontractor be owned by another entity; and
- f) Any other information specified by the Federal Office of Management and Budget (“OMB”) or the Federal awarding Agency, if applicable.

Agency shall work with the Contractor to assist in these reporting obligations. ARRA Funds may be used in conjunction with other funds to perform the Scope of Work under this Agreement, but tracking and reporting must be done separately to meet the reporting requirements of ARRA and the OMB Guidance.

28. Additional Audit Requirements

A. If any part of this Agreement is funded pursuant to the ARRA, Contractor agrees to abide by the following:

- 1) Allow access by any appropriate Federal entity, including an inspector general appointed under section 3 or 8G of the Inspector General Act of 1978 to examine any records of the Contractor and any subcontractor pursuant to this original Agreement that pertain to, and involve transactions relating to, this Agreement or any subcontract pursuant to this Agreement; and
- 2) To allow any appropriate inspector general appointed under section 3 or 8G of the Inspector General Act of 1978 to interview any officer or employee of the Contractor or any subcontractor pursuant to this original Agreement regarding such transactions.
- 3) Nothing in this Section shall be interpreted to limit or restrict in any way any existing authority of an inspector general.

B. If any part of this Agreement is funded pursuant to the ARRA, Contractor agrees to abide by the following:

- 1) Allow access by the Comptroller General and his representatives to examine any records of the contractor or any of its subcontractors, or any State or local agency administering such contract, that directly pertain to, and involve transactions relating to, the contract or subcontract; and
- 2) Allow the Comptroller General and his representatives to interview any officer or employee of the contractor or any of its subcontractors, or of any State or local government agency administering the contract, regarding such transactions.
- 3) Nothing in this section shall be interpreted to limit or restrict in any way any existing authority of the Comptroller General.

Any subcontract agreement entered into by the Contractor pursuant to this original Agreement shall contain such language as is necessary to provide for the agreement of the subcontractor to the requirements of Sections 26, 27, 28, and 29 of this Agreement.

29. Additional ARRA Requirements

Agency understands and hereby acknowledges that any funding provided pursuant to ARRA is one-time funding.

30. Mandatory Reporting

Any entity awarded funds made available under ARRA is required to promptly refer to an appropriate inspector general any credible evidence that a principal, employee, agent, contractor, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving such ARRA funds.

31. Whistleblower Protections of Employees Under ARRA

Agency and Contractor agree and acknowledge that an employee of any non-Federal employer receiving fund pursuant to ARRA may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing, including a disclosure made in the ordinary course of an employee's duties, to the Recovery Accountability and Transparency Board, an inspector general, the Comptroller General, a member of Congress, a State or Federal regulatory or law enforcement agency (such as the New Mexico Attorney General's Office), a person with supervisory authority over the employee (or such other person working for the employer who has the authority to investigate, discover, or terminate misconduct), a court or grand jury, the head of a Federal agency or their representatives, information that the employee reasonably believes is evidence of:

- 1) Gross mismanagement of an agency contract or grant relating to ARRA funds;
- 2) A gross waste of ARRA funds;
- 3) A substantial and specific danger to public health or safety related to the implementation or use of ARRA funds;
- 4) An abuse of authority related to the implementation or use of ARRA funds; or
- 5) A violation of law, rule, or regulation related to an agency contract (including the competition or negotiation of a contract) or grant, awarded or issued relating to ARRA funds.

Any employer, including Contractor, receiving funds pursuant to ARRA shall post notice of the rights and remedies provided under this section.

All other articles of the original Agreement remain the same.

IN WITNESS WHEREOF, parties have executed this Agreement as of the date of signature by the DFA Contracts Review Bureau, below or a specified date whichever is later.

By: [Signature]
Pamela S. Hyde, J.D. Secretary
Human Services Department

Date: 6/26/09

By: [Signature]
Paul R. Ritzma, General Counsel
Human Services Department

Date: 6/15/09

By: [Signature]
Contractor

Date: 6/23/09

The records of the Taxation and Revenue Department reflect that the Contractor is registered with the Taxation and Revenue Department of the State of New Mexico to pay gross receipts and compensating taxes.

ID Number: 01-720072-00-5

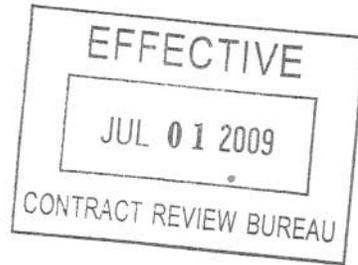
By: [Signature]
Taxation and Revenue Department

Date: 6/29/09

This Agreement has been approved by the DFA Contracts Review Bureau:

By: [Signature]
DFA Contracts Review Bureau

Date: 8.5.09



Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) **AGENCY:** Mid-West New Mexico Community Action Program

2) **FEDERAL OBJECTIVES:** GOAL 1: Low-income people become more self-sufficient

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
<p>Families do not have the sufficient resources to provide for their basic needs, such as food, child care, and health care. The unemployed and underemployed cannot find work to support their families.</p>	<p>NI 1.1: The number and percentage of low-income participants in community action employment initiatives who get a job or become self-employed as measured by one or more of the following:</p> <p>A. Unemployed and obtained a job.</p> <p>Additional: Employed with no increase in employment income.</p> <p>NI 1.2: The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from community action as measured by one or more of the following:</p> <p>I. Obtained food assistance in support of family stability needed to gain or retain employment.</p>	<p>Employment/Employment Support: Using STARS Case Management will assist 2-4 clients with acquiring employment.</p> <p>Provide approximately 800 low-income working families with food assistance on a monthly basis to support employment stability and nutritional needs.</p> <p>CSBG funds are leveraged. Funds are used for administrative costs to operate the program</p>	<p>Individuals Families</p>	<p>NPI 1.1 (A) 3</p> <p>NPI 1.1 (additional) 680</p> <p>NI 1.2(I) 680</p>

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) AGENCY: Mid-West New Mexico Community Action Program

2) FEDERAL OBJECTIVES: GOAL 1: Low-income people become more self-sufficient

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Families do not have the sufficient resources to provide for their basic needs, such as food, child care, and health care.	<p>NI 1.2: The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from community action as measured by one or more of the following:</p> <p>D. Enrolled children in before or after school programs in order to acquire or maintain employment.</p> <p>E. Obtained care for child/dependent in order to acquire or maintain employment.</p>	<p><u>Employment/Employment Support:</u> Will enroll 24 children in the Head Start before and after school program to support employment stability for low-income working individuals.</p> <p><u>Employment/Employment Support:</u> Will provide childcare assistance to low-income working families in support of employment stability.</p> <p>CSBG funds are leveraged. Funds are used for administrative costs to operate the program.</p>	Individuals	<p>NI 1.2 D: 18</p> <p>NI 1.2 E: 575</p>
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low-income families are often unaware of the free income tax services available to them to help complete their federal and state income tax returns.	<p>NI 1.3: The number and percentage of low-income households that achieve an increase in financial assets and/or financial skills as a result of community action assistance, and the aggregated amount of those assets and resources for all participants achieving the outcome, as measured by one or more of the following:</p> <p>A. Enhancement;</p> <p>1. Number and percent of participants in tax preparation programs who identify any type of federal or state tax credit and aggregated dollar amount of credits.</p>	<p><u>Income Management:</u> Assist clients with income tax services—prepare both federal and state tax returns for approximately 900 households.</p> <p>CSBG funds are leverage. Funds are used for administrative cost to operate the program.</p>	Families	<p>NI 1.3 A (1):630</p> <p>\$250,000</p>

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) AGENCY: Mid-West New Mexico Community Action Program

2) FEDERAL OBJECTIVES: GOAL 1: Low-income people become more self-sufficient

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
<p>Clients not aware of discounts/ assistance for energy and phone savings.</p>	<p>NI 1.3: The number and percentage of low-income households that achieve an increase in financial assets and/or financial skills as a result of community action assistance, and the aggregated amount of those assets and resources for all participants achieving the outcome, as measured by one or more of the following: A. Enhancement 3. Number and percentage enrolled in telephone lifeline and or energy discounts with the assistance of the agency</p>	<p>Income Management: We plan to assist about 1900 clients with submission of LIHEAP, LITAP and Good Neighbor Fund applications. CSBG funds are leveraged. Funds are used for administrative costs to operate the program</p>	<p>Households</p>	<p>NI 1.3 A (3): 1900</p>
<p>STATEMENT OF THE PROBLEM</p>	<p>DIRECT MEASURE FROM NATIONAL INDICATOR</p>	<p>PROGRAM SERVICE / OBJECTIVE</p>	<p>TYPE OF UNIT</p>	<p># EXPECTED TO ACHIEVE OUTCOME</p>

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) AGENCY: Mid-West New Mexico Community Action Program

2) FEDERAL OBJECTIVES: Goal 2: The conditions in which low-income people live are improved

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low-income clients lack the resources to weatherize and/or rehabilitate their home.	<p>NI 2.1: Increase in, or preservation of opportunities and community resources or services for low-income people in the community as a result of community action projects/ initiatives or advocacy with other public and private agencies, as measured by one or more of the following:</p> <p>C. Safe and affordable housing units in the community preserved or improved through construction, weatherization or rehabilitation achieved by community action activity or advocacy.</p>	<p><u>Housing/Linkages:</u> Partner with WAP providers to provide weatherization/ home rehabilitation services to low-income participants. Will provide clients with applications/intake services and will assist the WAP providers with bidding information regarding materials and supplies.</p> <p>CSBG funds are leveraged. Funds are used for administrative costs to operate the program</p>	Homes	<p>NI 2.1 C: 1/Initiative 75/Opportunities</p>
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Lack of adequate childcare services available for low- income children in the Mid-West NMCAP service area.	<p>NI 2.1: Increase in, or preservation of opportunities and community resources or services for low-income people in the community as a result of community action projects/ initiatives or advocacy with other public and private agencies, as measured by one or more of the following:</p> <p>E. Accessible safe and affordable childcare or child development placement opportunities for low-income families created or maintained.</p> <p>F. Accessible "before & after school" program placement for low-income families created or saved from reduction or elimination.</p>	<p><u>Linkages:</u> Child and Adult Care Food Program— maintain and support 120 in-home child care providers.</p> <p>Linkages: Provide before and after school placement services through the Head Start program for low-income families.</p> <p>CSBG funds are leveraged. Funds are used for administrative cost to operate the program.</p>	<p>Providers</p> <p>Placement Slots</p>	<p>NI 2.1 E: 1/ Initiative 125/ Opportunities</p> <p>NI 2.1 F: 1/ Initiative 22/ Opportunities</p>

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) AGENCY: Mid-West New Mexico Community Action Program

2) FEDERAL OBJECTIVES: Goal 3: Low-income people own a stake in their community

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low income people are not actively involved in assisting with planning of community resources that promote their own well-being.	<p>NI 3.2: The number of low-income people mobilized as a direct result of community action initiative to engage in activities that support and promote their own well-being and that of their community as measured by one or more of the following:</p> <p>A. Number of low income people participating in formal community organizations, government, boards or councils that provide input to decision making and policy setting through CAA efforts.</p>	<p><u>Linkages:</u> Head Start parents and policy council will actively participate in providing input to decision making for the Head Start program.</p> <p>CSBG funds are leveraged. Funds are used for administrative cost to operate the agency.</p>	Individuals	NI 3.2.A: 17
Low income people are not actively involved in assisting with planning of community resources that promote their own well-being.	<p>NI 3.2: The number of low-income people mobilized as a direct result of community action initiative to engage in activities that support and promote their own well-being and that of their community as measured by one or more of the following:</p> <p>D. Number of low-income people engaged in non-governance community activities or groups created or supported by community action.</p>	<p><u>Linkages:</u> Low-income individuals become involved with the Head Start parent committees; teens (youth) and parents take an active part in the formation of local youth group. In addition, with the assistance of Mid-West NMCAP members of the community are mobilized and engage in activities that helps the community at large.</p> <p>CSBG funds are leveraged. Funds are used for administrative cost to operate the program.</p>	Individuals	NI 3.2.D: 280

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) AGENCY: Mid-West New Mexico Community Action Program

2) FEDERAL OBJECTIVES: Goal 4: Partnerships among supporters and providers of services to low-income people are achieved.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Clients are unaware of resources available to them within their community.	NI 4.1: Number of organizations community actions works with to expand resources and opportunities in order to achieve family and community outcomes.	Linkages/Information and Referral: Work with other community organizations to increase available resources for low-income people. CSBG funds are leveraged. Funds are used for administrative cost to operate the agency.	Partnerships	NI 4.1: 285
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) **AGENCY:** Mid-West New Mexico Community Action Program

2) **FEDERAL OBJECTIVES:** Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low-income seniors do not have the enough resources to meet their basic needs, i.e., food, medication, utilities, etc.	NI 6.1: The number of vulnerable individuals receiving services from community action that maintain an independent living situation as a result of those services: A. Senior Citizens	<u>Nutrition/Emergency:</u> Through our pantries food service program we plan to assist seniors with monthly food boxes. Home deliveries are available for those in need. We will also provide emergency medical and utility assistance. CSBG funds are leveraged. Funds are used for administrative cost to operate the program and for direct care and support. Additional non CSBG funds are also used for direct care and support.	Individuals	NI 6.1.A: 800
Low-income seniors do not have the enough resources to purchase nutritional food to meet their specialized dietary needs.	NI 6.1: The number of vulnerable individuals receiving services from community action that maintain an independent living situation as a result of those services: A. Senior Citizens	<u>Nutrition:</u> Through our Senior Security Nutrition program we plan to serve monthly food boxes to seniors to help meet their specialized dietary needs. CSBG funds are leveraged. Funds are used for administrative cost to operate the program and for direct care and support. Additional non CSBG funds are also used for direct care and support.	Households	NI 6.1.A: 650

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) **AGENCY:** Mid-West New Mexico Community Action Program

2) **FEDERAL OBJECTIVES:** Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low-income individuals with disabilities are on a fixed income and require supportive services in order to live independently.	NI 6.1: The number of vulnerable individuals receiving services from community action that maintain an independent living situation as a result of those services: B. Individuals with Disabilities	<u>Nutrition/Emergency:</u> Through our pantries food service program we plan to assist disabled individuals with monthly food boxes. We will also provide emergency medical and utility assistance. CSBG funds are leveraged. Funds are used for administrative cost to operate the program and for direct care and support. Additional non CSBG funds are also used for direct care and support.	Individuals	NI 6.1.B: 950
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low-income individuals and families do not have sufficient funds to purchase enough food. A. Food	NI 6.2: The number of low income individuals or families service by community action that sought emergency assistance...including such services as: A. Food	<u>Emergency:</u> Through our food pantries and commodities services we plan to assist families with food boxes. CSBG funds are leveraged. Funds are used for administrative costs to operate the program and for direct care and support.	Households	NI 6.2.A: 4600

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) **AGENCY:** Mid-West New Mexico Community Action Program

2) **FEDERAL OBJECTIVES: Goal 6:** Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low-income families lack the resources for emergencies.	NI 6.2: The number of low income individuals or families service by community action that sought emergency assistance...including such services as: B. Emergency Vendor Payments, including Fuel and Energy Bills and Rent/Mortgage Payments	<u>Emergency:</u> To assist clients with emergency needs of shelter and utilities. CSBG funds are leveraged. Funds are used for administrative cost to operate the program and for direct care and support. Additional non CSBG funds are also used for direct care and support.	Households	NI 6.2.B: 950
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low-income families lack the resources for emergencies.	NI 6.2: The number of low income individuals or families service by community action that sought emergency assistance...including such services as: D. Emergency Medical Care	<u>Emergency:</u> To assist clients with emergency medical assistance--prescriptions. CSBG funds are leveraged. Funds are used for administrative cost to operate the program and for direct care and support.	Households	NI 6.2 D: 25
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low-income children do not have the necessary school supplies to begin the school year.	NI 6.2: The number of low income individuals or families service by community action that sought emergency assistance...including such services as: I. Clothing <u>Additional:</u> Emergency School Supply Program	<u>Emergency:</u> We will assist about 600 children with COATS for kids and 160 children with school supplies. CSBG funds are leveraged. Funds are used for administrative cost to operate the program and for direct care and support. Additional non CSBG funds are also used for direct care and support.	Individuals	NI.6.2 I: 600 Additional: 160

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) AGENCY: Mid-West New Mexico Community Action Program

2) FEDERAL OBJECTIVES: Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low-income children do not always have the opportunity to have a nutritious meal.	NI 6.3: The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following: A. Infants & Children: 2. Infant and child health and physical development are improved as a result of adequate nutrition.	<u>Nutrition:</u> CACFP: Provide reimbursement for meals provided to children by in-home daycare providers. CSBG funds are leveraged. Funds are used for administrative cost to operate the program.	Children	NI 6.3 (A2): 450
Low income families often do not have the resources to access developmental and enrichment programs	DIRECT MEASURE FROM NATIONAL INDICATOR NI 6.3: Child and Family Development The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following: A. Infants and Children 1. Infant and children obtain age appropriate immunization, medical and dental care. 2. Infant and children health and physical development are improved as a result of adequate nutrition. 3. Children participate in pre-school activities to develop school readiness skills. 4. Children who participate in pre-school activities are developmentally ready to enter kindergarten or 1 st grade.	<u>Education:</u> We will enroll approximately 920 children into the Head Start Program, 20 into the TANF program and 80 into the Pre-K program, CSBG funds are leveraged. Funds are used for administrative cost to operate the program.	Children	NI 6.3 (A1): 1420 NI 6.3 (A2): 1020 NI 6.3 (A3): 1020 NI 6.3 (A4): 375

Scope of Work

CSBG OUTCOME PLAN FORM
2010

1) **AGENCY:** Mid-West New Mexico Community Action Program

2) **FEDERAL OBJECTIVES: Goal 6:** Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Youth in rural areas do not have a safe productive environment outside of school, which would enrich their lives.	<p>NI 6.3: The number and percentage of all infants, children, youth, and parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following:</p> <p>B. Youth</p> <ol style="list-style-type: none"> 2. Youth improve social/emotional development. 3. Youth avoid risk-taking behavior for a defined period of time. <p>C. Adult</p> <ol style="list-style-type: none"> 1. Parents and other adults learn and exhibit improved parenting skills. 2. Parents and other adults learn and exhibit improved family functioning skills. 	<p><u>Education/Youth Intervention.</u> We will offer group gatherings and enrichment activities to prevent youth delinquencies. Group gatherings/meetings will be conducted through a round table environment to ensure a safe and comfortable environment for participating youths and their families.</p> <p>CSBG funds are leveraged. Funds are used for admin costs to operate the program. Additional non-CSBG funds may be used for activities.</p>	Individuals	<p>NI 6.3 (B2): 13</p> <p>NI 6.3 (B3): 13</p> <p>NI 6.3 (C1): 9</p> <p>NI 6.3 (C2): 9</p>
Low income clients and seniors lack food to meet daily nutritional requirements.	<p>NI 6.3: The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following:</p> <p><u>Additional Family Maintenance:</u> Households obtain access to on-going food and nutrition assistance in order to work toward achievement of potential.</p>	<p><u>Nutrition:</u> Provide food ongoing on a monthly basis to low income individuals and families to help supplement their nutritional needs.</p> <p>CSBG funds are leveraged. Funds are used for administrative costs to operate the program.</p>	Households	# EXPECTED TO ACHIEVE OUTCOME: NI 6.3 Additional: 8500

Scope of Work

CSBG OUTCOME PLAN FORM
STIMULUS

1) AGENCY: MIDWEST NEW MEXICO COMMUNITY ACTION PROGRAM

2) FEDERAL OBJECTIVES: GOAL 1: Low-income people become more self-sufficient

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
<p>The unemployed and displaced workers lack the resources to seek employment opportunities.</p>	<p>NPI 1.1-Employment: The number and percentage of low-income participants in community actions employment initiatives who get a job or become self-employed as measured by one or more of the following: A. Unemployed and obtained a job.</p>	<p><u>Employment/</u> Provide resources to individuals seeking employment. Through our case management services we will provide job coaching, resume assistance, and employment referrals and emergency services. CSBG funds are leveraged. Funds are used for program cost to operate this program.</p>	<p>Individuals</p>	<p>NPI 1.1.A: 65</p>
<p>Low-income families lack the resources to help gain and/or maintain employment.</p>	<p>DIRECT MEASURE FROM NATIONAL INDICATOR NPI 1.2-Employment Supports: The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from community action as measured by one or more of the following: A. Obtained pre-employment skills/competencies required for employment and received training program certificate or diploma. E. Obtained care for child or other dependant in order to acquire or maintain employment F. Obtained access to reliable transportation and/or driver's license in order to acquire or maintain employment. H. Obtained safe and affordable housing in support of family stability needed to gain or retain employment. I. Obtained food assistance in support of family stability needed to gain or retain employment. Additional: Obtained clothing, tools, licenses, and/or testing in support of employment stability.</p>	<p><u>PROGRAM SERVICE / OBJECTIVE</u> Employment/ Provide resources and supportive services to individuals needing to gain and/or maintain employment. Through our direct care and support services we will provide assistance with tuition, transportation, child care referrals, emergency rental/mortgage assistance, food, etc. CSBG funds are leveraged. Funds are used for program cost to operate this program</p>	<p>Individuals</p>	<p># EXPECTED TO ACHIEVE OUTCOME NPI 1.2.A: 20 NPI 1.2.E: 20 NPI 1.2.F: 30 NPI 1.2.H: 125 NPI 1.2.I: 200 NPI 1.2 Add'l: 20</p>

Scope of Work

CSBG OUTCOME PLAN FORM
STIMULUS

1) AGENCY: MIDWEST NEW MEXICO COMMUNITY ACTION PROGRAM

2) FEDERAL OBJECTIVES: Goal 2: The conditions in which low-income people live are improved

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
<p>Rural communities lack the availability of living wage jobs and have a larger number of unskilled workers.</p>	<p>NPI 2.1-Increase in, or preservation of opportunities and community resources or services for low-income people in the community as a result of community action projects/initiatives or advocacy with other public and private agencies, as measured by one or more of the following:</p> <p>A. Accessible "living wage" jobs created or retained in the community.</p>	<p>Employment: Partner with local businesses to create job opportunities at a living wage for low-income clients. Establish agreements with employers to place eight (8) low-income persons in OJT positions.</p> <p>CSBG funds are leveraged. Funds are used for program cost to operate this program.</p>	<p>Jobs</p>	<p>NPI 2.1 A 1 Initiative 8 Opportunities</p>
<p>Available and affordable child care is lacking in the rural communities.</p>	<p>DIRECT MEASURE FROM NATIONAL INDICATOR</p> <p>NPI 2.1-Increase in, or preservation of opportunities and community resources or services for low-income people in the community as a result of community action projects/initiatives or advocacy with other public and private agencies, as measured by one or more of the following:</p> <p>H. Accessible or increased educational and training placement opportunities, or those that are saved from reduction or elimination that are available for low-income people in the community, including vocational, literacy, and life skill training, ABE/GED, and post secondary education</p>	<p>PROGRAM SERVICE / OBJECTIVE</p> <p>Education: Will provide training classes for persons considering working in the daycare setting. The classes will help potential childcare providers meet certification requirements.</p>	<p>Classes</p>	<p># EXPECTED TO ACHIEVE OUTCOME</p> <p>NPI 2.1 (H) 1 Initiative 4 opportunities</p>

Scope of Work

CSBG OUTCOME PLAN FORM
STIMULUS

1) AGENCY: MIDWEST NEW MEXICO COMMUNITY ACTION PROGRAM

2) FEDERAL OBJECTIVES: Goal 4: Partnerships among supporters and providers of services to low-income people are achieved.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Clients are unaware of resources available to them within their communities	NPI 4.1: Number of organizations community actions works with to expand resources and opportunities in order to achieve family and community outcomes.	<u>Linkages, Information & Referral.</u> Work with other community organizations i.e.: NM Workforce Solutions, Work Force Investment Act (WIA), Income Support Division, local colleges, businesses and governments to increase available resources for low-income people.	Partnerships	NPI 4.1 30
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME

Scope of Work

CSBG OUTCOME PLAN FORM
STIMULUS

1) AGENCY: MIDWEST NEW MEXICO COMMUNITY ACTION PROGRAM

2) FEDERAL OBJECTIVES: Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
<p>Unemployed, displaced workers and unemployed individuals/families have difficulties meeting their basic needs due to lack of income and resources.</p>	<p>NPI 6.2: The number of low income individuals or families served by community action that sought emergency assistance and the percentage of those households for which assistance was provided, including such services as:</p> <ul style="list-style-type: none"> A. Food B. Emergency Fuel, Rent, Mortgage D. Medical Care. I. Clothing 	<p><u>Emergency:</u> We will provide emergency services to help alleviate crisis situations. Through our direct care and support services we will provide food boxes, emergency rental/mortgage assistance, prescriptions, utility assistance, emergency weatherization services, and other emergency support.</p> <p>CSBG funds are leveraged. Funds are used for program cost to operate the program.</p>	<p>Boxes</p> <p>Households</p> <p>Individuals</p> <p>Individuals</p>	<p>NPI 6.2 A: 1200</p> <p>NPI 6.2 B: 350</p> <p>NPI 6.2 D:10</p> <p>NPI 6.2 I: 40</p>

Scope of Work

CSBG OUTCOME PLAN FORM
STIMULUS

1) AGENCY: MIDWEST NEW MEXICO COMMUNITY ACTION PROGRAM

2) FEDERAL OBJECTIVES: Goal 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
<p>Low-income individuals lack the resources for educational and training opportunities.</p>	<p>NPI 6.3 Child and Family Development. The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following:</p> <p>Additional Family Maintenance:</p> <ol style="list-style-type: none"> 1. Parents and other adults obtain access to reliable transportation services in order to obtain and/or maintain educational and/or training related services for employment opportunities. 2. Parents and other adults obtain and/or maintain educational and/or training related services for employment opportunities 3. Parents and other adults obtain access to reliable child and/or dependent care services in order to obtain and/or maintain educational and/or training related services 	<p>Education/Employment: Through our New Start Program initiative we will place 15 participants with employers for employment training opportunities. We will provide case management and supportive services to assist with employment objectives.</p> <p>CSBG funds are leveraged. Funds are used for Admin costs to operate the program and direct care and support.</p>	<p>Families</p>	<p>NPI.6.3 #1: 9 #2: 15 #3: 9 #4: 15</p>
<p>Food insecurity is a continuous problem in the areas we serve. The current food stamp rates demonstrate the need for more food.</p>	<p>NPI 6.3 Child and Family Development. The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following:</p> <ol style="list-style-type: none"> 4. Households obtain access to on-going food and nutrition assistance in order to work toward achievement of potential. 	<p>Nutrition: Through our food pantries households will access to more food. Our distribution hours will be increase to serve more clients.</p>	<p>Households</p>	<p>NPI.6.3 Add'l 4: 800</p>

**EXHIBIT B
LINE ITEM BUDGET**

Amendment 1

**Mid-West NM Community Action Program
FOR THE PERIOD OF JULY 1,2009-JUNE 30, 2010**

Item	Line Item Description	FY 10 BUDGET
520300	CLASSIFIED PERMANENT POSITIONS - FT	\$ 238,556.00
520400	CLASSIFIED PERMANENT POSITIONS - PT	\$ 11,310.00
520500	TEMPORARY POSITIONS - FT& PT	\$ -
	PERSONNEL SERVICES TOTAL	\$ 249,866.00
521100	GROUP INSURANCE PREMIUM	\$ 52,181.00
521200	RETIREMENT CONTRIBUTIONS	\$ 22,294.00
521300	F.I.C.A.	\$ 19,115.00
521400	WORKER'S COMPENSATION	\$ 3,979.00
521500	UNEMPLOYMENT COMPENSATION PREMIUM	\$ 9,400.00
521600	EMPLOYEE LIABILITY INSURANCE PREMIUM	\$ -
521900	OTHER EMPLOYEE BENEFITS	\$ 655.00
	EMPLOYEE BENEFITS TOTAL	\$ 107,624.00
535200	PROFESSIONAL SERVICES	\$ -
535300	OTHER SERVICES	\$ -
535400	AUDIT SERVICES	\$ 1,000.00
535600	INFORMATION TECHNOLOGY SERVICES	
	CONTRACTUAL SERVICES TOTAL	\$ 1,000.00
542100	EMPLOYEE IN-STATE MILEAGE & FARES	\$ 800.00
542200	EMPLOYEE IN-STATE MEALS & LODGING	\$ 1,118.00
542300	BOARD & COMMISSION MEMBER IN-STATE TRAVEL	\$ -
542500	TRANSPORTATION - FUEL & OIL	\$ 2,809.00
542600	TRANSPORTATION - NON-TAXABLE - PARTS & SUPPLIES, TAXABLE - MAINTENANCE & REPAIR SERVICES	\$ 100.00
542700	TRANSPORTATION - TRANSPORTATION INSURANCE	\$ 200.00
542900	OTHER TRAVEL	\$ -
	TRAVEL AND TRANSPORTATION TOTAL	\$ 5,027.00
543100	MAINTENANCE - GROUND & ROADWAYS	
543200	MAINTENANCE - FURNITURE FIXTURES & EQUIPMENT	
543300	MAINTENANCE - BUILDING & STRUCTURES	\$ 50.00
543400	MAINTENANCE - PROPERTY INSURANCE	\$ 550.00
543500	MAINTENANCE - MAINTENANCE SUPPLIES	\$ 300.00
543700	MAINTENANCE - MAINTENANCE SERVICES	\$ 300.00
543800	INFORMATION TECHNOLOGY MAINTENANCE	\$ -
543900	OTHER MAINTENANCE	\$ -
	MAINTENANCE & REPAIRS TOTAL	\$ 1,200.00
544000	SUPPLIES - INVENTORY EXEMPT INFORMATION TECHNOLOGY	\$ -
544100	SUPPLIES - OFFICE SUPPLIES	\$ 5,666.00
544400	SUPPLIES - FIELD SUPPLIES	
544800	SUPPLIES - EDUCATION & RECREATIONAL SUPPLIES	\$ -
544900	SUPPLIES - INVENTORY EXEMPT	\$ -
	SUPPLIES TOTAL	\$ 5,666.00
545600	REPORTING & RECORDS	\$ -
545900	PRINTING & PHOTOGRAPHIC SERVICE	\$ 150.00
546100	POSTAGE & MAIL SERVICE	\$ 2,000.00
546200	BOND PREMIUMS	\$ -
546300	UTILITIES	\$ 12,000.00

546400	RENT OF LAND OR BUILDINGS	\$	13,000.00
546500	RENT OF EQUIPMENT	\$	2,500.00
546600	COMMUNICATIONS	\$	9,800.00
546700	SUBSCRIPTIONS & DUES	\$	1,000.00
546800	EMPLOYEE TRAINING & EDUCATION		
546900	ADVERTISING	\$	100.00
	CONTRACTUAL SVCS TOTAL	\$	40,550.00
547300	CARE & SUPPORT	\$	55,000.00
547900	MISCELLANEOUS EXPENSE	\$	-
	OTHER OPERATING COST TOTAL	\$	55,000.00
548200	FURNITURE & FIXTURES	\$	-
548300	INFORMATION TECHNOLOGY EQUIPMENT	\$	-
548400	OTHER EQUIPMENT	\$	-
548800	AUTOMOTIVE AND AIRCRAFT	\$	-
	CAPITAL OUTLAY TOTAL	\$	-
549600	EMPLOYEE OUT OF STATE MILEAGE & FARES	\$	1,200.00
549700	EMPLOYEE OUT OF STATE MEALS & LODGING	\$	2,100.00
549800	BOARD MEMBER - OUT-OF-STATE MILEAGE & FARES	\$	-
549900	BOARD MEMBER - OUT-OF-STATE MEALS & LODGING	\$	-
	OUT OF STATE TOTAL	\$	3,300.00
555100	OTHER FINANCING USES (15% Adm. Indirect Cost)	\$	-
	OTHER FINANCING USES TOTAL	\$	-
	GRAND TOTAL	\$	469,233.00

**EXHIBIT B
LINE ITEM BUDGET**

AMENDMENT 1

**Midwest New Mexico Community Action Program (STIMULUS)
FOR THE PERIOD OF JULY 1, 2009-JUNE 30, 2010**

Item	Line Item Description	Stimulus
520300	CLASSIFIED PERMANENT POSITIONS - FT	\$ 150,380.00
520400	CLASSIFIED PERMANENT POSITIONS - PT	\$ 49,171.00
520500	TEMPORARY POSITIONS - FT& PT	
	PERSONNEL SERVICES TOTAL	\$ 199,551.00
521100	GROUP INSURANCE PREMIUM	\$ 25,243.00
521200	RETIREMENT CONTRIBUTIONS	\$ 3,730.00
521300	F.I.C.A.	\$ 12,047.00
521400	WORKER'S COMPENSATION	\$ 8,489.00
521500	UNEMPLOYMENT COMPENSATION PREMIUM	\$ 10,577.00
521600	EMPLOYEE LIABILITY INSURANCE PREMIUM	
521900	OTHER EMPLOYEE BENEFITS	\$ 283.00
	EMPLOYEE BENEFITS TOTAL	\$ 60,369.00
535200	PROFESSIONAL SERVICES	
535300	OTHER SERVICES	
535400	AUDIT SERVICES	\$ 2,000.00
535600	INFORMATION TECHNOLOGY SERVICES	\$ -
	CONTRACTUAL SERVICES TOTAL	\$ 2,000.00
542100	EMPLOYEE IN-STATE MILEAGE & FARES	\$ 3,300.00
542200	EMPLOYEE IN-STATE MEALS & LODGING	\$ 3,000.00
542300	BOARD & COMMISSION MEMBER IN-STATE TRAVEL	
542500	TRANSPORTATION - FUEL & OIL	\$ 1,200.00
542600	TRANSPORTATION - NON-TAXABLE - PARTS & SUPPLIES, TAXABLE MAINTENANCE & REPAIR SERVICES	\$ 1,700.00
542700	TRANSPORTATION - TRANSPORTATION INSURANCE	
542900	OTHER TRAVEL	
	TRAVEL AND TRANSPORTATION TOTAL	\$ 9,200.00
543100	MAINTENANCE - GROUND & ROADWAYS	
543200	MAINTENANCE - FURNITURE FIXTURES & EQUIPMENT	
543300	MAINTENANCE - BUILDING & STRUCTURES	\$ 2,500.00
543400	MAINTENANCE - PROPERTY INSURANCE	
543500	MAINTENANCE - MAINTENANCE SUPPLIES	\$ 2,000.00
543700	MAINTENANCE - MAINTENANCE SERVICES	\$ 800.00
543800	INFORMATION TECHNOLOGY MAINTENANCE	
543900	OTHER MAINTENANCE	
	MAINTENANCE & REPAIRS TOTAL	\$ 5,300.00
544000	SUPPLIES - INVENTORY EXEMPT INFORMATION TECHNOLOGY	
544100	SUPPLIES - OFFICE SUPPLIES	\$ 8,500.00
544400	SUPPLIES - FIELD SUPPLIES	\$ -
544800	SUPPLIES - EDUCATION & RECREATIONAL SUPPLIES	\$ 1,200.00
544900	SUPPLIES - INVENTORY EXEMPT	\$ 9,500.00
	SUPPLIES TOTAL	\$ 19,200.00
545600	REPORTING & RECORDS	
545900	PRINTING & PHOTOGRAPHIC SERVICE	\$ 800.00
546100	POSTAGE & MAIL SERVICE	\$ 2,000.00
546200	BOND PREMIUMS	
546300	UTILITIES	\$ 5,000.00
546400	RENT OF LAND OR BUILDINGS	\$ 10,637.00
546500	RENT OF EQUIPMENT	
546600	COMMUNICATIONS	\$ 1,200.00
546700	SUBSCRIPTIONS & DUES	
546800	EMPLOYEE TRAINING & EDUCATION	\$ 1,500.00
546900	ADVERTISING	\$ 1,800.00
	CONTRACTUAL SVCS TOTAL	\$ 22,937.00
547300	CARE & SUPPORT	\$ 375,722.00
547900	MISCELLANEOUS EXPENSE	
	OTHER OPERATING COST TOTAL	\$ 375,722.00
548200	FURNITURE & FIXTURES	
548300	INFORMATION TECHNOLOGY EQUIPMENT	
548400	OTHER EQUIPMENT	
548800	AUTOMOTIVE AND AIRCRAFT	
	CAPITAL OUTLAY TOTAL	\$ -
549600	EMPLOYEE OUT OF STATE MILEAGE & FARES	
549700	EMPLOYEE OUT OF STATE MEALS & LODGING	
549800	BOARD MEMBER - OUT-OF-STATE MILEAGE & FARES	
549900	BOARD MEMBER - OUT-OF-STATE MEALS & LODGING	
	OUT OF STATE TOTAL	\$ -
555100	OTHER FINANCING USES (15% Adm. Indirect Cost)	
	OTHER FINANCING USES TOTAL	\$ -
	GRAND TOTAL	\$ 694,279.00