

Capital Area Community Services, Inc.
Ingham County American Rescue Plan Act / Housing Trust Fund / Senior Millage
BI-ANNUAL REPORT

PROGRESS TOWARDS PROJECT GOALS

Total Expenditures through the Reporting Period (to 5/31/24): **\$4,321,685.18**

Total Households Assisted this Period: **88** **Total to Date:** **516 (Unduplicated*)**

A cumulative Statement of Revenue and Expenditures and Report to the Board of Directors are attached.

** Some households received different services/assistance during this and the previous reporting periods for different services. These households are counted in the "Assisted this Period" tally but aren't reported more than once in the "Total to Date".*

CACS's progress on each subsection of the agreement follows below:

Direct Client Assistance (\$3.6 million)

Current Period Spending: **\$517,029.65** **Total Spending to Date:** **\$3,268,964.96**

Comments: Assistance provided to date includes mortgage payments, property tax payments, rental assistance, utility assistance, education, minor and major home repair, and transportation (auto repair, auto insurance). Four client success stories are attached.

Some projected areas of Direct Client Assistance haven't been accessed as much as expected to date. Information regarding what is available through these funds continues to be shared with local agencies, via CACS's social media, and at local community meetings and events.

EXPENDITURE PLAN FOR REMAINING FUNDS

Outside of the home repair projects already underway, CACS is utilizing remaining funds, regardless of initial line item allocations, to assist with the following critical community needs where the household has been negatively impacted by COVID-19:

- Utility Assistance – All Utility Needs
- Rental Assistance – Rent Arrears, First/Last Month's Rent, Security Deposit
- Property Tax Payments – Addressing Past Due and Delinquent Property Taxes
- Mortgage Assistance – Past Due Payments (generally in conjunction with Property Tax Payments and/or Home Repair project)
- Insurance Payments – Homeowners Policy (up to one year; generally in conjunction with Property Tax Payments and/or Home Repair project)
- Community Service Organizations – Small Local Agencies Still Facing Challenges Due to COVID-19 (Food Pantries, Personal Needs Assistance Providers, etc.)
- Homeless Assistance Providers – Provision of targeted case management for homeless individual and families affected by the COVID-19 pandemic.

HOMELESS ASSISTANCE CASE MANAGEMENT/HOMELESS SHELTERS

During this reporting period, CACS entered into an agreement (currently informal; an MOU is in development) with the City Rescue Mission to provide case management services, housing search/rapid rehousing assistance, and training/support for their new case manager at the Women and Children's Shelter in Lansing. CACS has staff with 20+ years of homeless assistance case management experience and has been seeking ways to offer this type of service and support to providers in the Ingham County area. Many homeless individuals and families continue to experience detrimental impacts of COVID-19 both financially and health-wise.

CACS will provide case management, one-on-one money management/budgeting sessions and in-person group workshops, as well as financial assistance (if available) for security deposits, first month's rent, and last month's rent.

HOME REPAIRS UPDATE & PROJECTIONS

CACS has entered into an MOU with Capital Area Housing Partnership (CAHP) to facilitate the processing and completion of home repairs through the ARP program. CAHP's staff provides the expertise and oversight for home repairs that CACS is not able to provide. CACS screens individuals in need of home repairs, determines eligibility, and then shifts clients to CAHP for the home repair process to begin. CAHP schedules inspections, gathers bids for the projects, coordinates contractors, and sees the repairs through to completion. CAHP is to send invoices upon the completion of the repairs. The collaboration for the home repair projects between CACS and CAHP was slow to start, but has since flourished.

As of 5/31/24, CACS and CAHP have collaborated on 126 home repair projects in Ingham County through the ARP program. CAHP processes the clients sent by CACS in the order they are received, while also prioritizing projects with repairs that pose a heightened risk to the occupant's health and safety. Home repair needs for each household range from a single repair, to multiple repairs of varying types.

As of 6/01/24, the status of the 126 referred projects varies. 4 projects were closed. Of the remaining 122, 61 projects have been completed, invoiced, and paid to CAHP. 17 new projects were referred during the most recent reporting period and are in the process of collecting bids and scheduling work to be completed. 29 homes have had some work completed and paid for and are pending additional work. All other remaining projects are pending sign-offs or invoices.

During this reporting period, CACS paid \$295,760.92 to CAHP for home repairs at 16 residences. The total amount paid to CAHP to date is \$1,875,526.94. The average projected cost for the remaining project's quoted repairs is around \$12,000.

CACS considers all of the \$2.2 million allocated to this portion of the project as "obligated". Should anticipated costs not meet the full amount obligated, additional homes will be pulled from the Call Back List and/or other needed assistance will be provided.

CACS PAYMENTS – To Lansing Board of Water and Light

During the reporting period of 1/1/24-5/31/24, CACS issued payments for a total of \$17,688.09 to Lansing Board of Water and Light. The numbers below reflect the amounts spent through each CACS program.

• BCAEO-MEAP-CACS	\$3,401.31
• LIHWAP-CACS	\$4,394.65 (program ended 3/31/24)
• Walk for Warmth	\$497.32
• Ingham Co. ARPA	<u>\$9,394.81</u> (included above)
TOTAL	\$17,688.09

Financial Literacy and Foreclosure Assistance (\$300,000)

Current Period Spending: \$0 Total Spending to Date: \$90,593.40

Comments: Funds spent in this category support staffing for CACS’s Financial Literacy department. Direct assistance payments related to property tax foreclosure prevention are being tracked in the Direct Client Assistance section noted above.

Targeted foreclosure prevention assistance will continue to be provided to eligible households to help households avoid forfeiture and foreclosure until these funds are exhausted.

Mental Health and Other Medical Assistance (\$300,000)

Current Period Spending: (\$57,544.10)* Total Spending to Date: \$102,455.90

Comments: During previous reporting periods, CACS developed partnerships and executed MOUs with two independent mental health care providers, Restore & Renew Counseling, and COR Counseling, Community Services and Clinical Supervision. The MOU with Restore & Renew ended on 4/30/2023. The MOU with COR Counseling was amended to be extended to 3/15/2024.

COR Counseling, Community Services and Clinical Supervision (COR) is located in East Lansing and their practice focuses on serving underserved and underrepresented populations. COR currently serves over 550 clients in Lansing and the surrounding areas. COR accepts referrals from CACS for eligible Ingham County residents to receive individual mental health services and COR invoices CACS for services not covered by a client’s insurance or other resources.

During this reporting period, a total of 34 counseling sessions were supported by ARPA funds and 4 individuals received weekly or bi-weekly counseling services at COR.

CACS continues to receive requests for counseling assistance from Ingham County residents and CACS clients, displaying the continued need for affordable mental health services.

CACS developed a partnership with Community Mental Health Clinton Eaton Ingham (CMHA-CEI) last reporting period. CMHA-CEI was given \$100,000 to support the services provided at CMHA-CEI's Recovery Center (TRC), Outpatient Therapy, and Medication Assisted Treatment (MAT).

The Recovery Center is a 10 bed, medically monitored withdrawal management program that provides 3-5 days of 24-hour safe withdrawal services. Outpatient Therapy and Medication Assisted Treatment will provide the continuum of care needed for income eligible, Ingham County residents that have been impacted by COVID-19. Services supported by the ARP funds may include withdrawal management, room and board, psychosocial assessment, psychotherapy, psychiatry, case management, etc.

CMHA-CEI's grant agreement was amended to be extended to 3/15/2024. CMHA-CEI provided a final financial report, a copy of which is attached.

*CMHA-CEI was unable to expend all the funds and opted out of another extension to the agreement. They returned \$57,544.10 as noted on their final report of assistance and CACS's Statement of Revenues and Expenditures (attached).

Payments for the client-based sessions are being tracked in the Direct Client Assistance section above.

Supporting Other Nonprofits, Community Organizations, Neighborhood Groups (\$300,000)

Current Period Spending:	\$0	Total Spending to Date:	\$260,000.00
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Comments: As previously reported, CACS solicited applications for its "Uplift Ingham" sub-grant opportunity utilizing the Ingham County ARPA funds. The target recipient agencies were small nonprofits (no more than 25 employees) that had been negatively impacted by COVID-19 and were unable to meet the demands of their day-to-day operations due to the pandemic. 15 agencies applied, 14 grants were awarded for a total of \$230,000.

In a previous reporting period, CACS reached out to 42 established, non-profit food pantries throughout Ingham County, of which 17 responded. A total of \$30,000 was distributed between those 17 pantries.

New partnership opportunities are currently being considered for this category.

Administrative Costs/Operational Costs (\$500,000)

Current Period Spending:	\$145,272.88	Total Spending to Date:	\$599,670.92
Previous Period Adjustment:	\$1,161.97		

Comments: The "Current Period Spending" above represents CACS's current, federally approved Indirect Cost Rate of 5.70% (\$41,056.00), associated audit fees (\$0), and the cost of staff facilitating the direct assistance provided to clients (\$102,642.27), including temporary staffing for the Commodity Food Department (\$0), project-related access to the shared Airtable information management system (\$1,427.64), supplies/other operational costs (\$146.97), and employee benefits adjustments from previous reporting period (\$1,161.97).

HOME REPAIR CALL BACK LIST INFORMATION

Throughout all reporting periods, CACS staff actively worked on processing ARPA applications for eligible individuals on the ARPA Call Back List. During the reporting period of 6/1/22-12/31/22, CACS stopped adding new inquiries to the Call Back List to allow staff to address as many inquiries already listed as possible before the end of the ARPA program. Due to the additional funds allocated to CACS from Ingham County (Housing Trust Fund and Senior Millage), CACS is reaching out to all individuals still on the waitlist to determine if they still live in the home, if they want to remain on the list, and to determine which funding source will be utilized for the home repairs (based on funding source eligibility).

Total # of Individuals on Call Back List:

Lansing/East Lansing	501
Rural Ingham	<u>178</u>
Total	679

Total # of Individuals Screened for Eligibility, Processed for ARPA Assistance, and/or Referred:

Lansing/East Lansing	284
Rural Ingham	<u>137</u>
Total	421

Types of Assistance Requested:

Lansing/East Lansing

- Home Repairs
 - Roofs, electrical, plumbing, appliance repairs and replacements, windows, flooring, ramps for accessibility, furnaces, water heaters, foundations, door replacement, insulation, mold remediation, pest control, clutter removal, etc.
- Homeowner's Insurance
- Transportation
 - Car repairs, gas cards, car insurance, registration fees, etc.
- Technology
 - Computers, devices, and internet access assistance requested to support clients attending school or technical training
- Medical/Health Assistance
 - Prescriptions, dental, hearing aids, mental health counseling, etc.

Rural Ingham

- Home Repairs
 - Roofs, plumbing, water heaters, sump pumps, furnaces, pest removal, ramps for accessibility, mold remediation, electrical, water damage repair, window and door replacements, floor repair, etc.
- Homeowner's Insurance
- Transportation
 - Car repairs, gas cards, car insurance, etc.
- Technology
 - Computers, devices, and internet access assistance requested to support clients attending school or technical training
- Medical/Health Assistance
 - Medical supplies, hearing aids, dental, glasses, hygiene/personal needs, etc.

If any additional information is needed, please contact Pamela Elise at pelise@cacs-inc.org or 517-393-1722, extension 671.

ATTACHMENTS

1. CACS Statement of Revenue and Expenditures (ARPA) – January 2024 through May 2024
2. ARPA Report for the CACS Board of Directors – January 2024 through May 2024
3. ARPA Client Success Stories
4. CMH-CEI Grant Final Financial Report

Capital Area Community Services
Statement of Revenues and Expenditures - Unposted Transactions Included
3000 - Ingham County ARP
From 1/1/2024 Through 5/31/2024

		<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Annual Budget</u>	<u>Budget Balance</u>
Revenue					
Grants and Contracts	100				
Grant Income	2200	604,758.43	4,321,685.18	5,000,000.00	(678,314.82)
Total 100		<u>604,758.43</u>	<u>4,321,685.18</u>	<u>5,000,000.00</u>	<u>(678,314.82)</u>
Total Revenue		604,758.43	4,321,685.18	5,000,000.00	(678,314.82)
Expenditures					
Personnel	210				
Wages	3110	73,269.34	321,901.93	542,483.00	220,581.07
FICA/MC Payroll Tax	3510	5,350.66	24,016.78	0.00	(24,016.78)
State Unemployment Tax	3520	3,477.95	9,466.48	0.00	(9,466.48)
Workers Compensation	3530	126.27	591.84	0.00	(591.84)
Retirement Plan	3550	960.60	6,280.99	0.00	(6,280.99)
Health Insurance	3610	18,614.89	55,888.40	0.00	(55,888.40)
Life Insurance	3620	24.05	139.69	0.00	(139.69)
Dental Insurance	3630	616.99	4,325.22	0.00	(4,325.22)
Disability Insurance	3640	142.21	814.69	0.00	(814.69)
Vision Insurance	3650	59.31	512.13	0.00	(512.13)
Total 210		<u>102,642.27</u>	<u>423,938.15</u>	<u>542,483.00</u>	<u>118,544.85</u>
Contract Services	220				
Audit Fees	4310	0.00	2,500.00	0.00	(2,500.00)
Professional Fees	4910	1,427.64	257,025.43	0.00	(257,025.43)
Consultants - Partners	4915	(57,544.10)	132,455.90	600,000.00	467,544.10
Total 220		<u>(56,116.46)</u>	<u>391,981.33</u>	<u>600,000.00</u>	<u>208,018.67</u>
Travel	230				
Mileage	5110	0.00	720.33	0.00	(720.33)
Total 230		<u>0.00</u>	<u>720.33</u>	<u>0.00</u>	<u>(720.33)</u>
Consumable Supplies	250				
Office Supplies	7110	146.97	2,295.76	0.00	(2,295.76)
Printing Expenses	7210	0.00	462.06	0.00	(462.06)
Program Supplies	7215	0.00	42.38	0.00	(42.38)
Total 250		<u>146.97</u>	<u>2,800.20</u>	<u>0.00</u>	<u>(2,800.20)</u>
Direct Client Services	270				
Specific Assistance	9120	517,029.65	3,268,964.96	3,600,000.00	331,035.04
Total 270		<u>517,029.65</u>	<u>3,268,964.96</u>	<u>3,600,000.00</u>	<u>331,035.04</u>
Other Expense	280				
Postage	9710	0.00	228.12	0.00	(228.12)
Total 280		<u>0.00</u>	<u>228.12</u>	<u>0.00</u>	<u>(228.12)</u>
Indirect Costs	290				
Indirect Cost	9830	41,056.00	233,052.09	257,517.00	24,464.91
Total 290		<u>41,056.00</u>	<u>233,052.09</u>	<u>257,517.00</u>	<u>24,464.91</u>
Total Expenditures		<u>604,758.43</u>	<u>4,321,685.18</u>	<u>5,000,000.00</u>	<u>678,314.82</u>
Revenue Over (Under) Exp		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

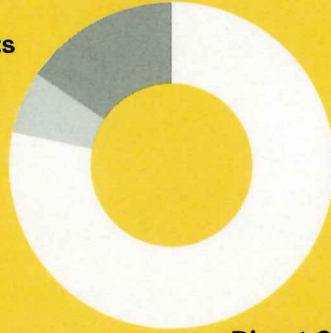
Ingham County ARPA

January 1st - June 31st 2024

FUNDS SPENT 01012024-05312024

Salaries, Benefits & Admin \$604,758.43
\$102,642.27

Indirect Costs
\$41,056.00

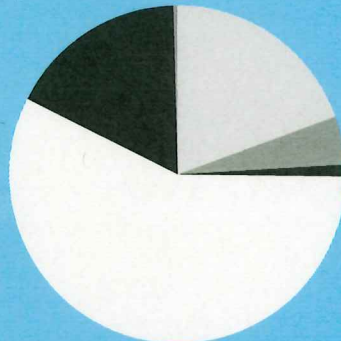


Direct Services
\$517,029.65

DIRECT CLIENT SERVICES

\$517,029.65

Housing \$88,952.85
Property Tax Assistance \$100,464.99



Utility Assistance
\$23,979.89

Home Repair
\$295,760.92

PROJECT SPENDING AS OF JUNE 31ST 2024

\$4,321,685.18



86%

Capital Area Community Services, Inc.
Ingham County ARPA Client Success Stories
1/1/2024-5/31/2024

- An individual in need of medical withdrawal assistance that had limited funds and insurance support was able to complete The Recovery Center program at CMHA-CEI with support from the ARPA grant funds. From there, the individual was able to transition to CMH's residential program for almost 90 days. The individual then went on to actively continue treatment through CMH's Outpatient Treatment program. The services initially supported by ARPA funds allowed this individual to continue with other treatment services to support their ongoing needs.
- A mother in recovery from substance use completed the program through CMHA-CEI's Recovery Center with support from the ARPA funds. This individual has continued to actively participate in other recovery services and programs, despite daily challenges.
- A previous CACS client that has not had to seek assistance in a long time was impacted financially and mentally by the COVID-19 pandemic and fell on hard times. The client's landlord does not accept partial rental payments, so if a tenant falls behind, it can be very difficult to catch up. Changes due to the pandemic made it difficult for the client to make rental payments. Although initially hesitant to seek assistance, when the client fell behind, he applied for rental assistance through MDHHS. MDHHS could not cover the amount of rental assistance needed, so the client connected with CACS and other community resources. CACS staff were able to complete an ARPA application, collaborate with community partners and the client to prevent an eviction.
- In March, a family with several small children in the home had their electricity disconnected due to non-payment. The household formerly relied upon self-employment opportunities to pay for bills, however, since the COVID-19 pandemic, the clients have had far less opportunities for work. The clients had reached their CAP through MDHHS for utility assistance and were referred to CACS. CACS staff worked with the utility company to have some re-connect fees removed since the family was being assisted by an agency. The bill was then reduced to a more reasonable amount and with assistance through ARPA funds, the bill was paid down to a zero-dollar balance and the electricity was restored!

Stewart, Jessica	Alc/Drug,SubDetoMediManag	\$1,838.97	25102 Detox/The Recovery Cntr	Residential Substance Abuse Treatment Facility
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\$6,527.22
 \$35,928.68
 \$42,455.90

Grant eligible costs \$42,455.90

Grant amount \$100,000.00

Return amount \$57,544.10