



COMMUNITY PROGRESS COUNCIL, INC.

ANNUAL REPORT
2019-2020



ABOUT US

Community Progress Council works with low- and moderate-income people of all ages in York County to examine their current situations and determine how our programs best align with their needs.

Our programs provide stability and structure to empower individuals to rise above poverty, identify long-term goals and move themselves toward independence from external assistance.

OUR MISSION

Community Progress Council, York County's community action agency, empowers individuals and families to move toward self-sufficiency and advocates for change to promote community growth.



BOARD OF DIRECTORS

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Stock & Leader

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Leadership Arts Assoc.

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Girl Scouts in the
Heart of Pennsylvania

MIKI RABUCK
Members 1st FCU

LESLIE OWENS
Community Volunteer

LOOKING BACK, PLANNING AHEAD

PROGRESS WAS NOT ON PAUSE AT CPC

If there is anything the COVID-19 Pandemic has taught us is that we must be willing to adapt to the needs of our community.

As healthcare facilities and organizations quickly jumped into action to prevent and treat the spread of the Coronavirus, community action agencies across the country realized that millions of American citizens would experience significant financial struggles, including families right here in York County, Pennsylvania.

When the spread of COVID-19 was at York County's doorstep, the staff at CPC immediately changed its operations to ensure that the progress of our clients in their work to achieve financial stability would not stop. In-person appointments and classroom instruction quickly went remote as program participants, children and families connected with CPC through online meetings, phone calls and email.

To accommodate this new way of working, CPC distributed laptops and tablets to hundreds of low-income families.

Each week, our transportation and nutrition staff distributed food boxes and prepared meals to hundreds of families, and the agency dispersed more than \$1.4 million in rent assistance to landlords and tenants who were struggling financially.

In the midst of it all, Community Progress Council joined individuals, businesses and organizations across the country in a process of self-reflection. The continued racial injustices further demonstrated the need for CPC to make progress on issues of diversity, equity



and inclusion - within our organization and as advocates for people in our community.

The relationship between our mission of financial self-sufficiency and racial inequity is clear. The board of directors and staff at CPC recognize this connection and are committed to advancing justice in the agency and the broader community.

We are proud of our 55 years serving the York County community. While the past year has been a challenge, it has not stopped us from assisting individuals and families, and growing as an organization.

We look forward to tackling the challenges of 2021 and celebrating our successes as individuals, an organization, and the community because we are progress!

A handwritten signature in dark ink that reads "Robin K. Rohrbaugh".

Robin K. Rohrbaugh
President & CEO

PANDEMIC POSES POSSIBILITIES

WORKING TO KEEP FAMILIES IN THEIR HOMES

As the Coronavirus Pandemic began to impact York County residents health-wise, it became clear there would soon be an economic crisis to follow as tens of thousands of residents lost their jobs or their income was reduced significantly.

Helping renters avoid eviction quickly became an urgent need for agencies like CPC to immediately address.

In partnership with the United Way of York County and the York County Community Foundation, CPC played a vital role in helping families remain in their homes. Later, CPC would work with the Pennsylvania Housing & Finance Agency to provide \$1.4 million in rental assistance for more than 450 York County families in four months.

PROGRESS PERSEVERES AMID COVID-19 CRISIS

When Community Progress Council sent its staff home in March 2020 as a global pandemic began to hit the United States, little did CPC leadership realize what was in store for the months ahead. Immediately, however, the agency knew that the health crisis would soon bring economic catastrophe for thousands of York County residents as employers began to shutter their doors as part of a stay-at-home order.

CPC's staff of coaches, counselors, nutritionists, teachers and administrators were determined that progress would persevere and that our work was more important than ever.

Teachers began offering lessons remotely, WIC nutritionists were issuing supplemental food benefits by phone, and counselors across the organization kept in contact with their clients to ensure that they were tapping into the resources available to them.

As the agency adapted to continuing changes to its



operations, CPC strengthened its commitment to help new and existing clients to the best of its ability - recognizing opportunity at every turn to take steps beyond its traditional programming to help low-income residents through the crisis.

While the COVID-19 pandemic certainly derailed many of CPC's events and traditional ways of providing services, workshops and coaching - the agency has learned a lot about its own capabilities to connect with the community's most vulnerable population - even our 3- and 4-year-olds who eagerly logged in to see their teachers.

PUTTING PEOPLE'S NEEDS FIRST

SERVICE DELIVERY RE-IMAGINED

Creating an integrated and coordinated model for working with York County's low-income population has been years in the making.

While CPC's programs often reported individual successes, staff understood that in order to bring someone out of poverty, it took a comprehensive, coordinated process that would fully wrap its arms around families in order to help them reach self-sufficiency.

A team of program directors, along with front-line social workers, helped design CPC's new service delivery model. This process will allow the agency's departments to work more closely with one another, assess a client's financial situation, and set goals as they begin to build a relationship with the organization.

The centerpiece of this new service delivery model is CPC's new intake unit where people connect with one of our resource navigators. This team assesses people's needs and addresses their immediate concerns such as safety issues, food, or housing. After helping people to stabilize,



navigators connect new participants with a coach who partners with the person to address their self-sufficiency goals.

The next step of this service delivery model is to bring CPC's programs together into one building, further enabling the agency's staff and clients to better connect and work on comprehensive goals to make steps toward self-sufficiency.

CPC'S CORE VALUES

In carrying out our mission, we will:

- Prepare for the future
- Exhibit professionalism
- Commit to ongoing learning
- Leverage the power of partnership
- Promote relationship-based interactions

CELEBRATING PROGRESS



ROGELIO COLON

Rogelio Colon is on a path to progress and is working with Community Progress Council's early childhood education and self-sufficiency programs to establish employment and family goals, find resources and begin to build a better life for himself and his five-year-old son, Noel.

ROBERTA WHITE

Roberta White celebrated the purchase of her first home, a process that began at Community Progress Council through the coaching of a HUD-certified counselor who helped her understand the mortgage process and prepare her for finding the right home.



For more stories of progress, visit YorkCPC.org/IamProgress.

STAFF LEADERSHIP

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GREGORY L. LINDEMUTH
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RUTH ROBBINS
Chief Program Officer

CAROLYN LEREW
Organizational Development
Director

CARL WHITEHILL
Marketing and
Communications Director

KAREN STONE
Director of Outcomes
& Assessment

OUR PROGRAMS

SELF-SUFFICIENCY PROGRAM

The Self-Sufficiency Program empowers and coaches low-income families to attain a family sustaining wage in order to achieve and maintain economic self-sufficiency and live free of public assistance. The program is at the heart of CPC's new Service Delivery Model (see Page 6) aimed at getting more individuals on the path to financial stability.

HOUSING & FINANCIAL COUNSELING

Housing and financial counselors work with individuals of all income levels to help them meet their financial goals – whether it's securing an affordable rental, purchasing their first home or building a savings. Counselors often work with clients to avoid foreclosure, understand their rights as renters, or help repair their credit.

WORKFORCE DEVELOPMENT

CPC's Workforce Development coaches focus on participants' strengths while helping clients to identify internal motivations to promote success in the workforce. In 2020-2021, CPC's Workforce Development program will be rebuilt to focus on community-specific needs for unemployed and under-employed residents of York County.

WOMEN, INFANTS & CHILDREN (WIC)

The program for Women, Infants and Children, also known as WIC, provides supplemental food and nutrition education for pregnant and breastfeeding women, mothers who have given birth within the past six months and children up to 5 years old. Last year, our WIC clinics provided services to approximately 5,500 individuals.

PROG PERSE



Team CPC didn't let a global pandemic stop them. The organization found creative ways to support our community's most vulnerable members, often from makeshift offices.

**GRESS
VERES!**

OUR PROGRAMS

HEAD START AND EARLY HEAD START

Head Start and Early Head Start provide high-quality, comprehensive preschool services to children, ages up to 5 years old and their families throughout York County. The program uses research-based curricula to support preschoolers' intellectual, physical, social and emotional growth and to help them prepare to enter school as competent learners.

PRE-K COUNTS

Through a partnership with the York City School District, CPC provides classrooms to provide high-quality preschool services to 4-year-olds at all elementary schools in York City. Research-based curriculum supports preschoolers' intellectual, physical, social and emotional growth. CPC also operates its own Pre-K Counts classroom at its Noell Building in York.

FOSTER GRANDPARENT PROGRAM

The Foster Grandparent Program is a subsidized, national service program for low- to moderate-income adults age 55 and over. Participants are placed in learning centers throughout York County where they tutor special and/or exceptional needs children one-on-one. In 2019-2020, 39 participants served nearly 33,000 hours working with over 225 children.

YORK CITY COMMUNITY OF HOPE

The goal of the York City Community of Hope program is to help the students and families of the Hannah Penn school neighborhood find the important resources they need and offer support to thrive in our community. York City Community of Hope operates a family resource center at Hannah Penn and became part of CPC on July 1, 2020.

Global pandemic slow it down.
We have ways to ensure the progress
vulnerable population persevered ...
shift home offices.

FINANCIALS

ASSETS - 2020

ACCOUNTS RECEIVABLE	\$1,358,892
CASH	\$200,604
PROPERTY & EQUIPMENT	\$585,723
PRE-PAID EXPENSES	\$19,952
PROMISES TO GIVE	\$210,000
TOTAL	\$2,375,171

ASSETS - 2019

ACCOUNTS RECEIVABLE	\$943,637
CASH	\$54,022
PROPERTY & EQUIPMENT	\$627,599
PRE-PAID EXPENSES	\$135,223
PROMISES TO GIVE	\$200,000
TOTAL	\$1,960,481

LIABILITIES & NET ASSETS - 2020

NET ASSETS	\$1,654,802
ACCOUNTS PAYABLE	\$298,104
PAYROLL TAXES & WITHHOLDINGS	\$131,011
REFUNDABLE ADVANCES	\$66,254
NOTE PAYABLE/LINES OF CREDIT	\$225,000
TOTAL	\$2,375,171

LIABILITIES & NET ASSETS - 2019

NET ASSETS	\$1,581,551
ACCOUNTS PAYABLE	\$115,908
PAYROLL TAXES & WITHHOLDINGS	\$76,657
REFUNDABLE ADVANCES	\$186,365
TOTAL	\$1,960,481

HOW OUR PROGRAMS ARE FUNDED

Community Progress Council thanks the following for their generous support of our work:

- PA Housing & Finance Agency
- Corporation for National and Community Service
- PA Dept. of Community and Economic Development
- PA Dept. of Education
- PA Dept. of Health
- PA Dept. of Human Services
- School District of the City of York
- U.S. Department of Health and Human Services
- U.S. Department of Housing and Urban Development
- United Way of York County
- York County Community Foundation
- Powder Mill Foundation
- The Donley Foundation
- Rice Family Foundation
- Wells Fargo Foundation
- York Water Company
- Philadelphia Insurance Co.
- Santander Bank

Community Progress Council is also supported through the generosity of hundreds of individuals and businesses through Give Local York, United Way's annual campaign and private donations.



United Way of York County
Community Partner

FINANCIALS

SUPPORT & REVENUE - 2020

GRANT & CONTRACT REV.	\$11,969,295
CONTRIBUTIONS*	\$179,883
OTHER INCOME	\$72,803
IN-KIND CONTRIBUTIONS	\$289,757
TOTAL	\$12,511,738

*WITH AND WITHOUT RESTRICTIONS

SUPPORT & REVENUE - 2019

GRANT & CONTRACT REV.	\$11,571,860
CONTRIBUTIONS*	\$414,190
OTHER INCOME	\$50,932
IN-KIND CONTRIBUTIONS	\$223,177
TOTAL	\$12,260,159

*WITH AND WITHOUT RESTRICTIONS

FUNCTIONAL EXPENSES - 2020

PROGRAM SERVICES	\$10,998,848
SUPPORTING SERVICES MANAGEMENT/GENERAL	\$1,439,639
TOTAL	\$12,438,487

FUNCTIONAL EXPENSES - 2019

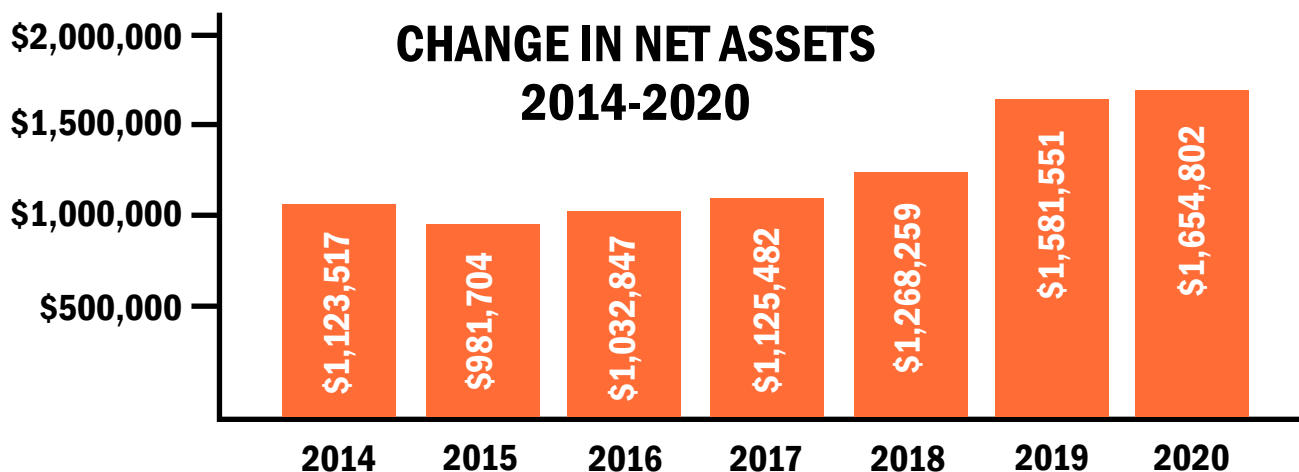
PROGRAM SERVICES	\$10,427,669
SUPPORTING SERVICES MANAGEMENT/GENERAL	\$1,519,198
TOTAL	\$11,946,867

NET ASSETS - 2020

BEGINNING	\$1,581,551
CHANGE	\$73,251
ENDING	\$1,654,802

NET ASSETS - 2019

BEGINNING	\$1,268,259
CHANGE	\$313,292
ENDING	\$1,581,551



SUPPORTING PROGRESS

YOU CAN HELP CPC

Let's work together to end the cycle of poverty in York County!

As a non-profit organization serving individuals and families throughout York County, Community Progress Council relies on your support to continue its mission every day. The funding we receive through federal and state grants does not allow us to support people throughout the self-sufficiency journey. Donations allow CPC to create more opportunities for residents to work toward financial stability. Your donation could help us to fund before- and after-care for Head Start children, allowing parents more flexibility in their work schedules; create an opportunity for a Workforce Development client to afford to

You may make an online donation at [YorkCPC.org](https://yorkcpc.org) or mail a donation to:

**Community Progress Council
226 E. College Ave.
York, PA 17403**

take a qualifying exam leading to a better job, and much more.

To learn more about how to support the important work of Community Progress Council, visit [YorkCPC.org/donate-now](https://yorkcpc.org/donate-now) and make a donation to support our neighbors in need.

EDUCATIONAL IMPROVEMENT TAX CREDITS

Community Progress Council is eligible to receive Educational Improvement Tax Credits (EITC), as a qualified Pre-Kindergarten Scholarship Organization.

Businesses and corporations of all sizes can delegate money to CPC as an alternative to the tax liability they have with the Commonwealth of Pennsylvania.

EITC support CPC's Wrap-Around Child Care Program, which helps extend the work day for parents whose children are enrolled in the agency's Head Start and Pre-K Counts programs.

For more information on how to support CPC through EITC, call (717) 846-4600, ext. 260, or email glindemuth@yorkcpc.org.

WORKING TOWARD A MORE CULTURALLY INCLUSIVE AGENCY

In June 2020, as the nation came face-to-face with racial injustice following the police-related deaths of black Americans, Community Progress Council was already addressing the cultural and systematic changes that needed to occur within the organization in order to best serve the York County community.

A new "Diversity, Equity and Inclusion Workgroup" – comprised of board members and employees – began to reflect on current culture and examine ways in which we can grow and establish an agency inclusive of all.

The DEI Workgroup has five focus areas: recruitment, advancement, and retention of diverse employees at all levels of the organization; improve internal and external communications related to CPC's efforts to create a more diverse, equitable and inclusive organization; establish partnerships that will improve CPC's ability to serve diverse populations; ensure CPC's service delivery model is accessible; and provide DEI professional development opportunities.

HEAD START AND EARLY HEAD START

MAKING PROGRESS

Despite COVID-19 classroom closures and switch to remote learning, progress in Head Start and Early Head Start programs continued throughout the 2019-2020 school year. The numbers below represent those children who met or exceeded standards in the following program areas at scheduled checkpoints throughout the year.

HEAD START

Program Area	Fall	Winter
Social/Emotional	60%	82%
Language	49%	73%
Cognitive	52%	80%
Literacy	43%	74%
Math	53%	73%

EARLY HEAD START

Program Area	Spring
Social/Emotional	84%
Language	77%
Cognitive	91%
Literacy	90%
Math	80%

Eighty-five Head Start and Early Head Start teachers in 30 classrooms across York County - as well as 10 home-based visitors ensure that children are taking the necessary steps to prepare for kindergarten.



BY THE NUMBERS

Children enrolled in Head Start - 581

Children enrolled in Early Head Start - 120

The families served in the Head Start program - 540

The families served in the Early Head Start program - 101

Monthly average attendance in Head Start - 85 percent

Monthly average attendance in Early Head Start - 89 percent

Children enrolled in Head Start under federal poverty rate - 432

Children enrolled in Early Head Start under federal poverty rate - 109

HEAD START AND EARLY HEAD START

CLASSROOM LOCATIONS

Canadochly Elementary
Eastern York School District

Clearview Elementary
Red Lion Area School District

**Community
Progress Council**
York City School District

Orendorf Elementary
Northeastern School District

Cathy's Cottage
York City School District

**Delta-Peach Bottom
Elementary**
Southeastern School District

Hannah-Penn School
York City School District

Jefferson Building
York City School District

**Mazie Gable
Elementary**
Red Lion Area School District

McKinley Elementary
York City School District

Pleasant Street
Hanover Public School District

**St. Mark's
Lutheran Church**
York City School District

**St. Matthew's
Lutheran Church**
Hanover Public School District

Wallace Elementary
West York Area School District

Wellsville
Northern School District

**Windsor Manor
Elementary**
Red Lion Area School District

York Haven Elementary
North Eastern School District

York Learning Center
Central School District

HEALTH AND NUTRITION

As part of Community Progress Council's Head Start and Early Head Start programs, students are provided nutritional support and health screenings to ensure that children are growing physically, as well as intellectually and socially. CPC's Health and Nutrition team provides breakfast, lunch and snacks daily. In 2019-2020, CPC provided 108,642 meals and snacks before remote learning began in March 2020 due to the COVID-19 pandemic.

The health staff perform hearing and vision

screenings on all of our students within the first 45 days of enrollment. The results are shared with the parent/guardian and follow-up is provided to children needing additional support. CPC's partnership with Family First Health provides dental exams for all students who do not receive services with a home dentist. In the 2019-2020 school year, more than 290 Head Start and Early Head Start students received a comprehensive dental exam that included cleaning, fluoride treatment and X-rays.

HEAD START AND EARLY HEAD START

HEAD START FINANCIALS

HEAD START FUNDING

Federal Funding	\$3,902,355	71%
State Funding	\$1,202,513	22%
CACFP	\$267,526	5%
LIU	\$106,000	2%
TOTAL	\$5,478,394	100%

HEAD START BUDGET

Personnel	\$2,494,507	64%
Fringe Benefits	\$913,720	23%
Operations	\$297,460	8%
Professional Development	\$48,126	1%
Transportation	\$46,725	1%
Supplies	\$27,300	1%
Travel	\$20,159	1%
Other	\$54,298	1%
TOTAL	\$3,902,355	100%

HEAD START EXPENSES

Personnel	\$2,185,449	57%
Fringe Benefits	\$955,097	25%
Operations	\$322,334	8%
Supplies	\$194,437	5%
Transportation	\$50,840	1%
Professional Development	\$41,693	1%
Travel	\$19,548	1%
Other	\$58,840	2%
TOTAL	\$3,828,307	100%

EARLY HEAD START FINANCIALS

EARLY HEAD START FUNDING

Federal Funding	\$1,512,744	100%
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EARLY HEAD START BUDGET

Personnel	\$909,587	60%
Fringe Benefits	\$350,222	23%
Operations	\$149,460	10%
Professional Development	\$33,993	2%
Supplies	\$18,800	1%
Transportation	\$18,000	1%
Travel	\$12,911	1%
Other	\$19,771	1%
TOTAL	\$1,512,744	100%

EARLY HEAD START EXPENSES

Personnel	\$818,503	59%
Fringe Benefits	\$302,868	22%
Operations	\$164,780	12%
Supplies	\$34,811	3%
Professional Development	\$28,663	2%
Transportation	\$18,087	1%
Travel	\$10,218	1%
Other	\$12,805	1%
TOTAL	\$1,390,735	100%

Teaching our Head Start, Early Head Start and Pre-K counts students remotely became a necessary means of making sure that children and families did not lose progress during the COVID-19 pandemic.





COMMUNITY
PROGRESS
COUNCIL

www.YORKCPC.org