



COMMISSION ANNUAL MEETING AGENDA

January 27, 2026, 3:00 p.m.

Yuba County Government Center, **Linda Room**, 915 Eighth Street, Marysville, CA 95901

Contact Yuba-Sutter Economic Development Corporation 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.

LATE AGENDA ITEMS

ITEMS OF PUBLIC INTEREST

Members of the public may address the Commission on items of interest to the public that are within the subject matter jurisdiction of the Commission. Any member of the audience who may wish to bring something before the Commission 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 Yuba County Community Services Commission are open to the public. From time to time the Commission 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 Commissioners 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 Commission votes on the motion unless members of the Commission, 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 Commission General meeting November 18, 2025 (attached)
- **ACTION:** Review and approve YCCSC's 2025 Organization-Wide Expenditure Report as of December 31, 2025 (attached)
- Review YCCSC's 2026 Organization-Wide Expenditure Report as of January 2026 (attached)
- Current balance/statement of financial position is \$11,215.50 as of January 21, 2026.

OLD BUSINESS

Organizational Standards and Informational items

- Regional Housing Presentation/update
- **ACTION:** Review, discuss and approve updated YCCSC bylaws to adjust board member term limits (attached)
- Discuss Salvation Army Depot closure
- Complete 2026 Board member Income Certifications (attached)
- Review 2025 Point in Time Homeless Count results (attached)

Committee Updates

- **Executive Committee** (Chair-Rich Webb; Vice-Chair-Carmen Rodriguez; Secretary/Treasurer-Dennise Burbank)
 - **ACTION:** Nominate and elect 2026 Executive Officers
 - **ACTION:** Review and approve YCCSC Executive Director 2025 Annual Review (attached)
 - Select other committee members
- **Ad-Hoc Committees**
 - **Site Review** (Kyle Heggstrom-Chair, Andi Crivello-Co-Chair, Vera Correa, Rich Webb, Carmen Rodriguez, Dennise Burbank, Crystal Mirabal, Renick House)

YCCSC Mission

To identify the needs of the low-income population, assess the effectiveness of the agencies that strive to meet said needs and to deploy resources to achieve our shared goal of reducing poverty.

No report

- **Community Action Plan (Full Board)**

No report

- **Strategic Plan (Full Board)**

- 2026-2027 Strategic Plan (attached)
- Staff Report on 2026-2027 Strategic Plan Activities December/January 2026 update (attached)

- **Nominating (Rich Webb, Dennise Burbank)**

- Enrique Figueroa resignation as District 5 member (attached)
- **ACTION:** Review and approve application from Devon Diamond for a Private Sector board position (attached)
- 1 Low-income vacancy since January 2025, 2 private sector vacancies since December 2025, 1 District 5 vacancy

- **Allocation Committee (Entire board)**

- Conflict Disclosure/Declaration, excuse board members with a conflict of interest
- **ACTION:** Review revised proposal from Salvation Army for possible 2026 CSBG funding and determine re-allocation of \$36,000 originally allocated to Salvation Army Depot (attached)

NEW BUSINESS – Discuss service provider presentation for March 2026 meeting

MEMBER UPDATES

ADJOURNMENT

2026 Community Services Commission Meetings

(4th Tuesday of the month)

March 24, May 26, July 28, September 22

Generally meetings of the Commission will be held at 3 p.m.

Yuba County Government Center, Linda Room, 915 Eighth Street, Marysville, CA.



Minutes of the Board of Directors General Meeting – November 18, 2025 3:00 p.m.

Yuba-Sutter Economic Development Corporation office, 950 Tharp Road, Ste. 1303, Yuba City, Ca 95993

Contact Yuba-Sutter Economic Development Corporation at 530-751-8555 or ysedc@ysedc.org for any questions.

BOARD MEMBERS PRESENT

Dennise Burbank, Vera Correa, Andi Crivello, Kyle Heggstrom, Crystal Mirabal, John Nicoletti, Carmen Rodriguez-Vice Chair, Hannah Schelby, Don Schrader, Rich Webb-Chair

BOARD MEMBERS ABSENT

Carolina Coronado Carrillo, Enrique Figueroa, Renick House, Crystal Richards

STAFF

Jackie Slade-YSEDC, Brynda Stranix-YSEDC

CALL TO ORDER

Meeting called to order at 3:00pm by board Chair, Rich Webb. A quorum was present for the transaction of business. Rich Webb introduced new board member Hannah Schelby.

LATE AGENDA ITEMS – None

ITEMS OF PUBLIC INTEREST - None

Consent Calendar

- Review and approve the minutes of the Commission General meeting September 23, 2025
- Review and approve YCCSC's 2025 Organization-Wide Expenditure Report as of October 31, 2025
- Current balance/statement of financial position is \$22,430.50 as of November 11, 2025

MOTION: John Nicoletti made a motion to approve the entire consent calendar, Dennise Burbank seconded the motion. Motion passed unanimously.

OLD BUSINESS

Organizational Standards and Informational items

- **Tour YSEDC office** – Jackie Slade reported YCCSC's current sub-grantee file are kept in her office. Previous years sub-grantee files, community action plans and contract files with CSD are kept in the file room for a period of at least 10 years.
- **Review 2025 service provider client satisfaction survey summary results** – Jackie Slade 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. Group discussed that each agency has its own client satisfaction tool and that the results are good indicators to determine the effectiveness, efficiency, etc. of agency programs and should be considered as future funding allocations are determined.

Committee Updates

- **Executive Committee** (Chair-Rich Webb; Vice-Chair-Carmen Rodriguez; Secretary/Treasurer-Dennise Burbank)
 - **Discuss Executive Director 2025 Annual Review** – Rich Webb reported 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 January meeting for approval.
- **Ad-Hoc Committees**

- **Site Review** (Kyle Heggstrom-Chair, Andi Crivello-Co-Chair, Vera Correa, Rich Webb, Carmen Rodriguez, Carolina Coronado Carrillo, Dennise Burbank, Crystal Mirabal, Renick House)
 - **Review and approve 2025 Service Provider Site Visit Summary Report** – Jackie Slade thanked site visit chairs, Andi Crivello and Kyle Heggstrom, for assuring the visits were completed in a timely manner. 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 to follow on needs identified.

MOTION: Dennise Burbank made a motion to approve the 2025 Service Provider Site Visit Summary Report, Kyle Heggstrom seconded the motion. Motion passed unanimously.

- **Community Action Plan** (Full Board)
No report

- **Strategic Plan** (Full Board)

- **Review and approve the DRAFT 2026-2027 Strategic Plan** – Brynda Stranix reported at the last board meeting, the board reviewed suggested changes by staff to bring the 2026-2027 YCCSC strategic plan in line with the 2026-2027 YCCSC Community Action Plan. All suggested staff and board changes were made and the final DRAFT is in the packet for review.

MOTION: John Nicoletti made a motion to approve the 2026-2027 Strategic Plan as presented, Andi Crivello seconded the motion. Motion passed unanimously.

- **Staff Report on 2024-2025 Strategic Plan Activities October/November 2025 update** - Brynda Stranix reported the staff report aligns with the Strategic Plan and provides updates for the last two months on programmatic activities by YCCSC management, service providers and other community efforts assisting the low-income and progress toward achieving YCCSC's Strategic Plan objectives and key strategies.

- **Regional homeless Update-October 2025** – Document in agenda packet as information only, no discussion.

- **Nominating** (Rich Webb, Dennise Burbank)

- **Carolina Coronado resignation as Private Sector member** – Rich Webb reported Carolina's resignation email is in the agenda packet for review.

- **1 Low-income vacancy since January 2025 and 1 private sector vacancy since November 2025**– Group discussed that John Nicoletti will be terming out in December which will create another private sector vacancy. Jackie Slade reported the current term limits for private and low-income board members are two, four-year terms. Group discussed and decided they would like to change the bylaws to allow maximum term limits of four, four-year terms. Jackie to make the change and present to the full board for approval at the January 2026 meeting.

- **Allocation Committee** (Entire board)

- **Conflict Disclosure/Declaration-Excuse board members with conflict of interest** – John Nicoletti excused himself due to a conflict of interest.
- **Discuss 2026 CSBG allocation from CSD for guestimated \$269,000, authorize signing of Board Resolution to accept 2026 funds** – Jackie Slade reported we have not received YCCSC's 2026 contract allocation or contract number, however we are estimating it will be close to 2025's allocation, \$269,000. 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: Dennise Burbank made a motion to approve the signing of a resolution to accept 2026 CSBG funds, Kyle Hegstrom seconded the motion. Motion passed unanimously.

- **Review and discuss 16 applications, determine allocations for 2026 CSBG regular funding of gestimated \$269,000 (\$236,720 for service providers, \$32,280 for YSEDC 12% admin) – Jackie Slade reported that since CSD has not released YCCSC’s 2026 allocation yet, we will use last years allocation as a guide for determining allocations.**

Brynda Stranix reported YCCSC received sixteen applications for 2026 and reminded the group to refer to YCCSC’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) Expand access to health services (including mental, behavioral, physical, locational, alcohol/substance abuse)
- 3) Improve access to food and basic needs
- 4) Community lacks affordable housing choices
- 5) Community has limited public transportation and individuals need mobility assistance

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 sixteen 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:

Bridges to Housing	15,000
Casa de Esperanza	20,000
Child Advocates of Yuba, Sutter and Placer County	15,000
Habitat for Humanity-Rent and Utilities assistance	20,000
New Day Training Center	25,000
Regional Emergency Shelter Team (REST)	32,000
Salvation Army	36,000
Yuba-Sutter Food Bank	50,000
Yuba-Sutter Legal Center for Seniors	25,000
YSEDC –Admin at 12%	31,000
Area 4 Agency on Aging	0
California Rural Legal Assistance	0
Camptonville Community Partnership	0
Christian Assistance Network	0
FREED	0
Habitat for Humanity-Outpatient SUD Treatment	0
SAVE Family Foundation	0
TOTAL	\$269,000

MOTION: Vera Correa made a motion to accept the funding allocations as indicated above, Don Schrader seconded the motion. Motion passed unanimously.

NEW BUSINESS – Discuss service provider presentation for January 2026 meeting – Group discussed and would like Regional Housing Authority to give an update on their activities.

MEMBER UPDATES –

- Hannah Schelby reported the annual Hands of Hope Turkey Trot 5k/10k fundraiser will be held at River Bend Elementary School this Saturday, November 22.
- Carmen Rodriguez reported First 5 Yuba County has a new program, Coffee with Momigas, which focuses on selfcare for moms and will be held every other week on Wednesday.
- Andi Crivello reported the nonprofit, South Yuba Recreation Volunteer Association (SYRVA), is collecting canned goods for their Holiday Meal Boxes for local seniors and families in need.

ADJOURNMENT: There being no further business to come before the board, the meeting was adjourned at 4:30p.m. **The next regularly scheduled meeting of the board will be January 27, 2026, at 3 p.m.** at Yuba County Government Center, Linda Room, 915 Eighth Street, Marysville, CA 95901.

Signed: _____ Date: _____

Name: _____ Position: _____

Yuba County Community Services Commission
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	15,067.00						
	Expenditure	1,000.00	11,638.00	1,002.00	0.00	0.00	1,427.00	100%
	Remaining Balance	14,067.00	2,429.00	1,427.00	1,427.00	1,427.00	0.00	
Casa de Esperanza-02	Budget	17,600.00						
	Expenditure	2,632.13	2,086.78	3,624.14	174.82	3,732.97	5,349.16	100%
	Remaining Balance	14,967.87	12,881.09	9,256.95	9,082.13	5,349.16	0.00	
Child Advocates-03	Budget	15,983.00						
	Expenditure	1,154.98	4,050.12	2,455.75	8,322.15	0.00	0.00	100%
	Remaining Balance	14,828.02	10,777.90	8,322.15	0.00	0.00	0.00	
Habitat for Humanity-04 Empowerment	Budget	26,400.00						
	Expenditure	6,052.56	6,157.01	6,554.35	0.00	0.00	6,750.00	100%
	Amendment				886.08			
Total	6,052.56	6,157.01	6,554.35	886.08	0.00	6,750.00		
Remaining Balance	20,347.44	14,190.43	7,636.08	6,750.00	6,750.00	0.00		
New Day Training Center-07	Budget	26,400.00						
	Expenditure	3,115.00	5,780.00	1,700.00	4,839.00	7,000.00	3,966.00	100%
	Remaining Balance	23,285.00	17,505.00	15,805.00	10,966.00	3,966.00	0.00	
Salvation Army -08	Budget	44,000.00						
	Expenditure	7,333.33	7,333.33	7,333.33	7,333.33	7,333.33	7,333.35	100%
	Remaining Balance	36,666.67	29,333.34	22,000.01	14,666.68	7,333.35	0.00	
Yuba-Sutter Food Bank-10	Budget	44,000.00						
	Expenditure	4,928.80	6,026.47	5,674.50	7,840.88	9,161.87	10,067.48	100%
	Amendment					300.00		
	Total	4,928.80	6,026.47	5,674.50	7,840.88	9,461.87	10,067.48	
Remaining Balance	39,071.20	33,044.73	27,370.23	19,529.35	10,067.48	0.00		
Habitat for Humanity-05 Rent/utilities	Budget	19,800.00						
	Expenditure	0.00	0.00	0.00	0.00	5,912.78	0.00	100%
	Amendment		13,234.47		652.75			
	Total	0.00	13,234.47	0.00	652.75	5,912.78	0.00	
Remaining Balance	19,800.00	6,565.53	6,565.53	5,912.78	0.00	0.00		
Yuba Sutter Legal Center-11	Budget	15,840.00						
	Expenditure	2,454.76	2,305.17	2,881.84	2,229.61	2,858.06	938.56	100%
	amendment			2,172.00				
	total	2,454.76	2,305.17	5,053.84	2,229.61	2,858.06	938.56	
Remaining Balance	13,385.24	11,080.07	6,026.23	3,796.62	938.56	0.00		
Sutter Yuba Homeless Consortium-09	Budget	13,200.00						
	Expenditure	3,816.43	2,672.06	2,734.47	2,216.37	1,447.17	0.00	100%
	Amendment		313.50					
	Total	3,816.43	2,985.56	2,734.47	2,216.37	1,447.17	0.00	
Remaining Balance	9,383.57	6,398.01	3,663.54	1,447.17	0.00	0.00		
Under SYHC	Budget	Actual Expenditures						
Hands of Hope	9,636.00	2,297.10	1,837.68	1,837.68	2,216.37	1,447.17	0.00	100%
SYHC	3,564.00	1,519.33	1,147.88	896.79	0.00	0.00	0.00	100%
	13,200.00	3,816.43	2,985.56	2,734.47	2,216.37	1,447.17		100%
YSEDC-ADMIN	Budget	32,493.00						
	Actual Expenditure	5,383.00	5,383.00	5,383.00	5,451.00	5,451.00	5,442.00	100%
	Remaining Balance	27,110.00	21,727.00	16,344.00	10,893.00	5,442.00	0.00	
	Total Contract	270,783.00						
Sub-Grantee Expendit	32,487.99	61,596.91	36,132.38	34,494.99	37,746.18	35,831.55	238,290.00	
YSEDC Expenses	5,383.00	5,383.00	5,383.00	5,451.00	5,451.00	5,442.00	32,493.00	
Remaining Balance	232,912.01	165,932.10	124,416.72	84,470.73	41,273.55	0.00	270,783.00	

2025 Discretionary Contract Report of Expenditures by Service Provider

Service Provider		1st period-8/15-9/30	2nd period-10/1-11/30	3rd period-12/1-12/31				% used
YSEDC	Budget	3,120.00						
	<i>Expenditure</i>	352.75	498.00	2,269.25				100%
	Remaining Balance	2,767.25	2,269.25	0.00				
Bridges to Housing	Budget	11,440.00						
	<i>Expenditure</i>	0.00	2,775.00	8,665.00				100%
	Remaining Balance	11,440.00	8,665.00	0.00				
Child Advocates	Contract	11,440.00						
	<i>Expenditure</i>	638.88	5,387.35	1,805.48				100%
	<i>Amendment</i>	3,608.29						
	Total	4,247.17	5,387.35	1,805.48				
	Balance left	7,192.83	1,805.48	0.00				
Service Provider Total		26,000.00						
Expenditure Total		4,599.92	8,660.35	12,739.73				26,000.00
Remaining Balance		21,400.08	12,739.73	0.00				

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 County of Yuba and YSEDC Professional Services Agreement 2021-2026	
Administer the CSBG contract as directed by Yuba County Community Services Commission (YCCSC) and in compliance with the requirements of the California Department of Community Services and Development (CSD)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Attendance at YCCSC general Board meetings	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Preparation of agendas and minutes for each YCCSC board meeting	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Preparation of annual RFP/NOFA for YCCSC CSBG allocated funds	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Preparation of annual service provider contracts for YCCSC CSBG funds	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Assist YCCSC with preparation of annual contract documents with CSD	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Review and approval of service providers expenditure reimbursement requests	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Preparation and submittal of bi-monthly reimbursement payment request to CSD (EARS)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Process payments of authorized expenses to service providers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Preparation and submittal of annual reports to CSD	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Preparation and 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 YCCSC 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 YCCSC in adhering to their Strategic Plan and obtaining their objectives/strategies	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Keep YCCSC 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 Yuba 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
Provide sufficient staffing for administration of the CSBG contract	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Maintain YCCSC CSBG funds in a separate account specifically for the YCCSC CSBG program.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Submit bi-monthly expenditure activity reports to the YCCSC 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 YCCSC's and YSEDC's Professional Services Agreement.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Maintain YSEDC insurance (general liability, automobile, fidelity, workers comp as applicable) for the duration of the contract.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Perform annual financial reconciliation with Yuba County for inclusion in their audit.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Ensure YSEDC total fee does not exceed 12% of the total YCCSC annual contract allocation.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Comments:	
<p>Brynda and staff do a wonderful job of keeping the Commission in compliance with the requirements of the California Department of Community Services and Development. Meeting materials are thorough and timely for Commission members review and research prior to scheduled meetings. The preparation of contracts and processing of payments is always timely and accurate. Brynda does a great job of assisting the commission in adhering to our strategic plan and obtaining our goals and objectives. All aspects of executive management are handled promptly and professionally.</p> <p>Members of the executive committee discussed obtaining a reminder/update on the succession plan should the current Executive Director become unable to continue in her current role.</p>	
Additional Comments:	
<p>Executive Director 2025 Regular contract compensation was 4% or \$1,411 of total contract administration funding of \$32,493.</p> <p>Executive Director 2025 Discretionary contract compensation was 21% or \$664 of total contract administration funding of \$3,120.</p> <p>YSEDC provided \$16,622 in-kind salary time to YCCSC.</p>	
<p>Signed _____ Date _____ Brynda Stranix, Executive Director</p> <p>Signed _____ Date _____ Rich Webb, 2025 YCCSC Board Chair</p>	

MISSION

To identify the needs of the low-income population and deploy resources to improve their lives and achieve the goal of reducing poverty.

VISION

To combat poverty by empowering local agencies that represent the needs of low-income residents.

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



ROMA* GOAL	OBJECTIVES/STRATEGIES
<p>1 Individuals and families with low-incomes are stable and achieve economic security.</p>	<p>Increase homelessness prevention and reduction services (including financial literacy, rent/deposit assistance)</p> <p>Key Strategies</p> <ul style="list-style-type: none"> ▪ Support agencies that provide funding 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 low-income obtain or maintain income, housing and medical care <p>Improve access to food and basic needs</p> <p>Key Strategies</p> <ul style="list-style-type: none"> ▪ Support agencies that provide access to healthy food ▪ Support increased food distribution days/times available to accommodate working families <p>Reduce barriers to stability for vulnerable populations</p> <p>Key Strategies</p> <ul style="list-style-type: none"> ▪ Support agencies that provide job training programs/skills and education required for employment and/or job advancement ▪ 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 ▪ Support programs designed to promote self-sufficiency, accountability and life skills training
<p>2 The condition in which low-income people live is improved and they are engaged and active in building opportunities in Yuba County.</p>	<p>Expand access to health services (including mental, behavioral, physical, locational and alcohol/substance abuse)</p> <p>Key Strategies</p> <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 <p>Provide opportunities that improve the quality of life of low-income residents in Yuba County</p> <p>Key Strategies</p> <ul style="list-style-type: none"> ▪ Support the creation of affordable housing, transitional and permanent supportive housing in the region ▪ Support agencies that improve the areas in which the low-income live, including but not limited to; improving safe passages, developing parks/community centers, low-cost housing rehabilitation programs, etc. <p>Increase community engagement among low-income residents</p> <p>Key Strategies</p> <ul style="list-style-type: none"> ▪ Increase awareness of volunteer, board and committee opportunities available within regional service providers
<p>3 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</p>	<p>Strengthen the efficiency, effectiveness and sustainability of YCCSC and its service providers</p> <p>Key Strategies</p> <ul style="list-style-type: none"> ▪ Encourage and educate the non-profit community of funding opportunities and capacity building measures ▪ Increase community education about YCCSC and its service providers activities, achievements, needs, volunteer opportunities, etc. ▪ Maintain and refresh YCCSC website, Facebook page and bi-monthly newsletter

*Results Oriented Management and Accountability (ROMA) is a performance based initiative designed to preserve the anti-poverty focus of community action and to promote greater effectiveness among state and local agencies receiving Community Services Block Grant (CSBG) funds.



January 27, 2026

TO: Yuba County Community Services Commission Directors

FROM: Brynda Stranix, Executive Director

RE: Staff Report on 2026-2027 Strategic Plan Update of Activities- December-January 2026

GOAL 1: INDIVIDUALS AND FAMILIES WITH LOW-INCOMES ARE STABLE AND ACHIEVE ECONOMIC SECURITY

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

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

- \$20,000 in 2026 YCCSC Regular funding was awarded to Habitat for Humanity to provide financial assistance to low-income Yuba County residents for rent and utilities to help avoid eviction and prevent homelessness.
- \$15,000 in 2026 YCCSC Regular funding was awarded by the YCCSC board to Bridges to Housing to provide rental deposits, rent payments and other housing assistance to low-income clients.
- January 2026 assisted Cal Water in getting the word out about the assistance programs available for low-income City of Marysville residents.

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

- \$32,000 in 2026 YCCSC 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 low-income obtain or maintain income, housing and medical care

- \$25,000 in 2026 YCCSC Regular funding was awarded to Yuba-Sutter Legal Services for Seniors to provide free legal services and advocacy for low-income persons age 60 and over in Yuba 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

- \$48,863 in 2026 YCCSC 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

- January 2026, Yuba-Sutter Food Distribution Schedule indicates the following:
 - There are 13 food pantries/food giveaways in Yuba County, 5 of which distribute at times convenient for working families.
 - In addition, of the nine USDA distributions/Community Food Giveaways, the following are available for working families:
 - USDA Food Distribution 3rd Saturday of the month 10-11am at Marysville Bible Baptist Church, N. Beale Road, Linda
 - USDA Food Distribution 3rd Tuesday of the month 5-6pm at Wheatland High School, Wheatland Road, Wheatland
 - Community Food Giveaway 4th Saturday of the month 9am at Ella Elementary, Olivehurst Ave., Olivehurst

OBJECTIVE: Reduce barriers to stability for vulnerable populations

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 14Foward), 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.

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 December/January 2026 update

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

- \$15,000 in 2026 YCCSC 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 Yuba County.

GOAL 2: THE CONDITION IN WHICH LOW-INCOME PEOPLE LIVE IS IMPROVED AND THEY ARE ENGAGED AND ACTIVE IN BUILDING OPPORTUNITIES IN YUBA COUNTY

OBJECTIVE: Expand access to health services (including mental, behavioral, physical, locational 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 YCCSC 2026 Regular funding was awarded to New Day Training Center to provide low-income couples, sexual trauma survivors and families who need mild to moderate level therapeutic care with mental and behavioral health group therapy.
- \$20,000 in YCCSC 2026 Regular funding was awarded to Casa de Esperanza to provide transportation, childcare and support services to Yuba County victims of family violence who are accessing mental and behavioral health services.

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

No December/January update

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

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

- January 2026 Regional Housing Authority held a groundbreaking ceremony for Richland Village, a 133 unit of one, two and three bedroom apartments, located at 470 Bernard Drive, Yuba City. Construction anticipated to be completed in 2027.

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

No December/January update

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.

GOAL 3: 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, effectiveness and sustainability of YCCSC and its service providers

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

- December/January 2026 newsletter (see attached) 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.

Increase community education about YCCSC and its service providers activities, achievements, needs, volunteer opportunities, etc.

- December/January 2026 posted flyers on Facebook to promote Yuba County's Substance Use Disorder Community Educational Session, First5's Positive Parenting program, Casa de Esperanza's Financial Literacy workshop and Hope haven counseling & Support Center information, REST's emergency shelter winter season opening, New Day Training's Children Bereavement Group, Yuba-Sutter Food Bank's weekly food giveaway list, Yuba County's CareConnect link information, Sedona Project's Grief session
- December/January 2026 newsletter had YCCSC's board vacancies, article on Child Advocates of Placer, Yuba & Sutter need for volunteers and flyer advertising their holiday gift drive.
- (Ongoing) Each board meeting is printed in Appeal Democrat and Territorial Dispatch under events or business calendar and the agenda packet is posted at the Yuba County Library, Yuba County Government Center and on YCCSC website.

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

- Facebook page was created September 2016 and is posted on regularly. Currently it has 1,019 followers.
- Bi-monthly newsletter began distribution in December 2016. It is currently distributed to 236 contacts from local non-profits.
- (Ongoing) YCCSC and its service providers activities are posted on Facebook, www.yubacares.org and/or in the bi-monthly newsletter to increase visibility.
- (Ongoing) a services resources page by category is on YCCSC's website www.yubacares.org and is reviewed and updated continually.

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

- December/January 2026, YCCSC management listed to 2026 contract webinar, 2026 CSBG contract 425 Budget Series webinar and participated in new CSBG Financial Management (FMM) training webinar
- (ongoing) YCCSC'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 Sutter County Community Action Agency

Jackie Slade

From: Enrique Figueroa <efigueroa@kidscaresdental.com>
Sent: Tuesday, November 18, 2025 3:52 PM
To: Jackie Slade
Subject: Re: YCCSC Board meeting today

Hi Jackie -

I regret to inform you that I must resign from my position on the board. Unfortunately, I no longer have the capacity to consistently attend board meetings or fulfill the ongoing responsibilities expected of board members.

Please let me know what steps are required to formalize my resignation.

Sincerely,

Enrique Figueroa
President & CEO



530-635-6385

3100 Zinfandel Drive, Suite 400
Rancho Cordova, CA 95670

KidsCareDental.com

We don't just care for smiles, **we create them.**

CONFIDENTIALITY NOTICE: This message is for the sole use of the intended recipient(s) and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient (or authorized to act on behalf of the intended recipient) of this message, you may not review, disclose, forward, distribute, copy or use this message or its contents. If you have received this communication in error, please notify us immediately by return email; delete the original message from your email system; and destroy all copies of the original message.

From: Jackie Slade <jslade@ysedc.org>
Sent: Tuesday, November 18, 2025 10:37 AM
To: rhouse@co.yuba.ca.us <rhouse@co.yuba.ca.us>; rhouse@co.yuba.ca.us <rhouse@co.yuba.ca.us>; crichards@mjuds.k12.ca.us <crichards@mjuds.k12.ca.us>; andicrivello@umpquabank.com <andicrivello@umpquabank.com>; efigueroa96 <efigueroa96@yahoo.com>; Enrique Figueroa <efigueroa@kidscaresdental.com>; Kyle Heggstrom <kyleh@lindafire.org>; johnnicoletti@gmail.com <johnnicoletti@gmail.com>; jnicoletti@yubasutterhabitat.org <jnicoletti@yubasutterhabitat.org>; schraderdon@comcast.net <schraderdon@comcast.net>; verachon@yahoo.com <verachon@yahoo.com>; denniseburbank@gmail.com <denniseburbank@gmail.com>; Rodriguez, Carmen <cRodriguez@CO.YUBA.CA.US>; Carmen Rodriguez <crodriguez@yuba.gov>
Subject: YCCSC Board meeting today

I hadn't heard from you regarding your attendance at today's YCCSC board meeting today at 3:00pm at YSEDC office in Yuba City.

Please let me know if you will be attending the meeting to ensure we have a quorum.



APPLICATION FOR BOARD MEMBERSHIP

Return this application to:
Yuba County Community Services Commission
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

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?"

Yuba County Community Services Commission (YCCSC) is tasked with maintaining a Community Action Board that operates to assist the low-income residents of Yuba 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 Devon Diamond

MAILING ADDRESS 141 Triplett Way, Marysville, CA 95901

RESIDENCE ADDRESS 141 Triplett Way, Marysville, CA 95901 SUPERVISORIAL DISTRICT 2

HOME TELEPHONE 530-216-9991 BUSINESS TELEPHONE 530-740-1646 CELL 530-216-9991

EMAIL DDiamond0118@gmail.com

OCCUPATION/PROFESSION/EMPLOYER Human Resources Analyst, Yuba County Superior Court

Which sector of the community do you wish to represent?
 Public Sector Representative Must be a Yuba County Board of Supervisor or their appointee, a Yuba County resident, at least 18 years of age and will serve the length of term of the Supervisor.
 Private Sector Representative Must be a Yuba County resident, at least 18 years of age and will serve a 4-year term.
 Low Income Representative Must be living in poverty or be from an organization that represents/serves low-income groups, a Yuba County resident, at least 18 years of age and will serve a 4-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 engage more deeply in my community and offer input on supporting families facing poverty, mental health issues, and homelessness.

QUALIFICATIONS FOR SERVING ON THIS BOARD (if a low-income rep, make sure to indicate your qualifications to represent the low income)
I am a member of this community and I care very much about making it a better place to live.

LIST ANY PUBLIC POSITIONS CURRENTLY HELD None

LIST OTHER BOARDS/COMMITTEES/COMMISSIONS ON WHICH YOU CURRENTLY SERVE, OR HAVE PREVIOUSLY SERVED _____
I am currently a board member for Marysville Kiwanis Club.

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 YCCSC's process involving the allocation of CSBG funds during the course of my board term, if selected.

SIGNATURE Devon M. Diamond DATE 11/21/2025

Yuba County Community Services Commission
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 countywide needs will your agency address with CSBG funds? Check ALL that apply

- Expand access to health services (including mental, behavioral, physical, locational, alcohol/substance abuse)
- Increase homelessness prevention and reduction services (including financial literacy, rent/deposit assistance)
- Improve access to food and basic needs Community lacks affordable housing choices
- Community has limited public transportation/mobility assistance 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 Yuba County Community Services Commission.

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 Friday's

Community Services Block Grant Proposal (FY 2026–2027)

The Salvation Army respectfully submits this proposal to the Yuba County Community Services Commission 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 YCCSC'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 Friday's, a community food distribution program serving low-income individuals and families experiencing food insecurity. Together, Hope Express and Fresh Friday's form a coordinated food security strategy addressing both unsheltered homelessness and household food instability.

The Salvation Army administers a broad continuum of services in Yuba County, including homelessness prevention, housing navigation, medically tailored meals and groceries, Enhanced Care Management, emergency disaster services, and community food programs. 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 Yuba 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 affordable housing options, and transportation barriers 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 Friday's 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, health stabilization, and housing stability efforts.

3. Project/Program Description and Outcomes/Community Impact

Hope Express & Fresh Friday's together form a targeted food security initiative serving two priority populations in Yuba 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 in Yuba County.

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 outreach partners. The program is intentionally structured to be scalable, allowing service days and meal volume to expand as additional resources become available.

Hope Express also functions as a critical engagement point, connecting participants to shelter options, healthcare, behavioral health services, and supportive housing resources, 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 in Yuba County. Due to fiscal constraints, Fresh Friday's currently operates on the 1st and 3rd Friday of each month. With CSBG support, The Salvation Army will expand Fresh Friday's to weekly service, increasing predictable 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 CSBG impact while preserving dignity and access to healthy food.

Expanding Fresh Friday's to every Friday will strengthen household stability, reduce reliance on emergency food systems, and improve overall community food resilience.

Outcomes and Community Impact

Anticipated outcomes include:

- Approximately 31,200 meals annually through Hope Express once redeployed
- Expansion of Fresh Friday's 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.

The Salvation Army coordinates closely with shelters, healthcare providers, food banks, and outreach partners to ensure services reach low-income residents while avoiding duplication and maximizing collective impact across Yuba County.

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 Friday's in Yuba County.

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: YCCSC-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	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	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: YCCSC-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

A No. of Positions	B Position Title	C Total Salary for each position	D Percent (%) of CSBG time allocated for each position	E Number of CSBG months allocated for each position	F Total CSBG Funds budgeted for each position
1	Wages for Finance & Contracts Manager (12 months)	\$50,000.00	2.00%	12	\$1,000.00
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

1	Food Programs Manager	\$65,000.00	15.00%	12	\$9,750.00
2	Food Programs Support Staff	\$40,000.00	10.00%	12	\$8,000.00
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: YCCSC-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 sum should equal total on line item 3 of CSD 425.S Budget Summary form \$5,000	3 sum should equal total on line item 3 of CSD 425.S Budget Summary form
List all Equipment Purchases	4 sum should equal total on line item 4 of CSD 425.S Budget Summary form	4 sum should equal total on line item 4 of CSD 425.S Budget Summary form
List all Out-of-State Travel: Name of conference; Specify location; Cost per trip	5 sum should equal total on line item 5 of CSD 425.S Budget Summary form	5 sum should equal total on line item 5 of CSD 425.S Budget Summary form
List all Contract/Consultant Services	6 sum should equal total on line item 6 of CSD 425.S Budget Summary form	
List all Subcontractor/Consultant Services		6 sum should equal total on line item 6 of CSD 425.S Budget Summary form
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 sum should equal total on line item 7 of CSD 425.S Budget Summary form	7 sum should equal total on line item 7 of CSD 425.S Budget Summary form \$24,000.00

CSBG Contract Budget Narrative

Contractor Name: The Salvation Army	Contract Number: YCCSC-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 manage pantry for weekly food distributions to the public. Purchase of food, dining supplies, and maintenance of vehicles for food services.