Helping People. Changing Lives.

The Agricultural and Labor Program, Inc.

community
Action
P A R T N E R S H I P
America's Poverty Fighting Network

2026
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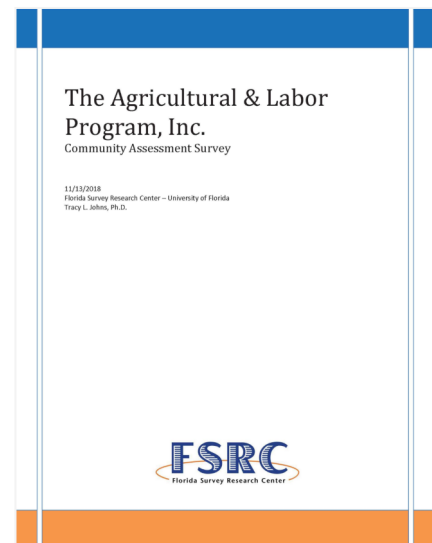
2022 Annual Report

FOCUS AREA: Maximum Feasible Participation

Community Assessment

Local control of Federal CSBG resources is predicated on regular comprehensive community assessments that take into account the breadth of community needs, as well as the partners and resources available in a community to meet those needs. Regular assessment of needs and resources at the community level is the foundation of Community Action and a vital management and leadership tool that is used across the organization and utilized by the community to set the course for both CSBG and all agency resources.

In 2018, the Agricultural and Labor Program, Inc. (ALPI) engaged the services of Florida Survey Research Center – University of Florida to assist ALPI in conducting a survey for the purpose to obtaining a better understanding of the changes, service needs, and demographic characteristics needed by its target population (low-income children, families, and farmworkers) throughout ALPI's service areas. This included Polk, Highlands, St. Lucie, Indian River, Okeechobee, Martin, Volusia, Hillsborough, Palm Beach, Hendry, Glades, Collier, Orange, Seminole, and Hardee Counties. Two (2) surveys were completed – one with ALPI service recipients and the other with community organizations.

With the onset of the COVID-19 Pandemic (early 2020), it became obvious that the needs of ALPI's target population would be severely impacted, although temporarily, and the population needs would shift for the duration of the pandemic. In ALPI's effort to maintain a targeted response it conducted additional research into the impacts of the pandemic and updated its 2018 survey. The caused ALPI to primarily focus on emergency assistance; however, it also continued to address the social services and children's needs of its population.

The Agricultural & Labor Program, Inc.
Community Assessment Survey

11/13/2018
Florida Survey Research Center – University of Florida
Tracy L. Johns, Ph.D.

FSRC
Florida Survey Research Center

REPORT: HIGHLIGHTS

Adult Services/Emergency Assistance

In the previous Annual Report, the largest unmet need was a "Home Ownership Program"; however, as a direct result of the pandemic, this need shifted to a significant larger number of households requiring emergency assistance for rent, utilities, housing, food, transportation, etc. Through the benefit of increased funding, ALPI increased its focus on emergency assistance to 60% for direct payments to vendors (i.e. landlords, mortgage holders, electric and utility companies, etc.) with 40% for the additional staff needed to deliver an, almost doubled, emergency assistance program. With the addition of newly hired staff, ALPI also attempted to increase job counseling and referral to job training, when available. Unfortunately, the continuation of the pandemic severely limited job opportunities for low-income individuals.

Social Services

ALPI continued to address the social service needs through the delivery of emergency assistance, as outlined above, along with a limited skills and job training program.

Children's Services

Although impacted by the pandemic, ALPI also continued to address the needs of its children though the continuation of a modified program for its "Pre-kindergarten Programs" and "Head Start/Early Head Start", both of which had been previously identified, in the 2018 survey, by 56.5% of its respondents.

Community & Economic Services Division

Performance by Type of Assistance				
	FY 2019 to 2020		FY 2020 to 2021	
Type of Assistance	Units of Service	Total Expended	Units of Service	Total Expended
Adult Education	5	$ -	-	$ -
Auto Repair	4	$ 4,883.80	2	$ 1,029.97
Before/After School	6	$ -	6	$ -
Career Counseling	-	$ -	2	$ -
Car Gas	265	$ 16,456.98	152	$ 10,675.00
Childcare Assistance	2	$ 160.00	2	$ 456.00
Clothing Assistance	-	$ -	1	$ 100.00
Cooking Gas	53	$ 11,473.91	25	$ 8,374.44
Educational Prep	20	$ 9,400.10	13	$ 8,136.33
Electric	7,395	$ 2,367,561.17	15,443	$ 6,771,378.95
Employment Supplies	6	$ 1,259.13	3	$ 163.33
Employment Uniforms	8	$ 872.87	1	$ 347.79
Employment Workshop	-	$ -	1	$ 560.00
Eviction Prevention	15	$ 9,430.25	15	$ 15,501.22
Food	78	$ 6,275.00	77	$ 6,250.00
Independent Living	22	$ 13,123.17	7	$ 11,100.00
Job Placement	9	$ -	4	$ -
Medical Equipment	1	$ 900.00	-	$ -
Mortgage Payments	65	$ 82,533.71	113	$ 177,824.34
Preemployment Physicals	10	$ 1,067.00	6	$ 785.00
Rental Payments	257	$ 250,951.31	445	$ 551,592.26
Resume Development	-	$ -	1	$ -
School Supplies	24	$ 5,877.15	14	$ 2,350.75
School Uniforms	7	$ 817.95	3	$ 530.02
Summer Youth Employment	1	$ -	-	$ -
Temporary Housing	-	$ -	13	$ 29,442.72
Tuition	29	$ 64,486.28	23	$ 35,289.92
Utility Arrears	84	$ 17,136.95	33	$ 8,542.16
Utility Payment	20	$ 3,821.45	12	$ 3,066.79
Vocational Training	24	$ 21,997.70	11	$ 18,397.32
Water Payments	54	$ 11,014.33	105	$ 35,631.31
Work Experience	1	$ -	2	$ 125.00
TOTAL	8,465	$ 2,901,500.21	16,535	$ 7,697,650.62
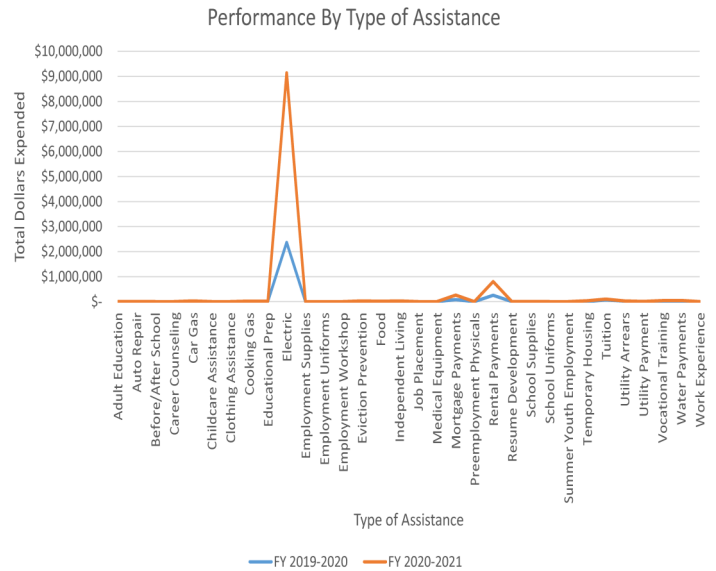
Performance By Type of Assistance

Performance by Funding Source				
	FY 2019 to 2020		FY 2020 to 2021	
Funding Source	Units of Service	Total Expended	Units of Service	Total Expended
CSBG	540	$ 304,663.71	250	$ 168,503.35
CSBG CARES	134	$ 111,100.10	395	$ 414,316.56
DOE	299	$ 20,808.89	194	$ 17,015.22
EHEAP	357	$ 95,988.92	265	$ 90,018.53
EHEAP CARES	-	$ -	550	$ 92,733.51
FNPH	70	$ 15,881.00	73	$ 16,745.08
FPUA Covid-19	32	$ 9,799.30	141	$ 40,367.86
LIHEAP	6,915	$ 2,233,647.83	5,697	$ 2,024,870.61
LIHEAP CARES	-	$ -	8,586	$ 4,380,835.62
United Way - Cares Act	107	$ 94,080.06	377	$ 443,315.38
Western Union	11	$ 15,530.40	7	$ 8,928.90
TOTAL	8,465	$ 2,901,500.21	16,535	$ 7,697,650.62

Performance By Funding Source
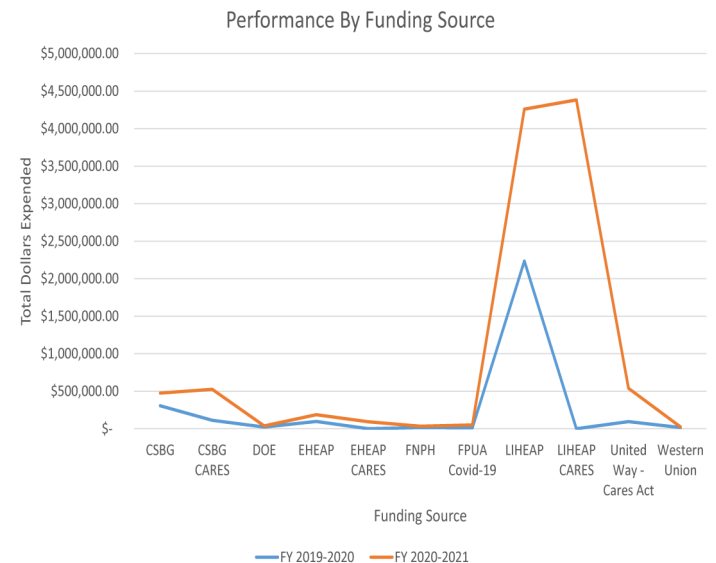
FOCUS AREA: Vision and Direction

Organizational Leadership

Community Action leadership is exemplified at all levels across the organization and starts with a mission that clarifies Community Action's work on poverty. A well-functioning board, and a focused chief executive officer/ executive director, well-trained and dedicated staff and volunteers giving of themselves to help others will establish Community Action as the cornerstone and leverage point to address poverty across the community. Ensuring strong leadership, both for today and into the future, is critical.

### Annual Board of Directors Retreat
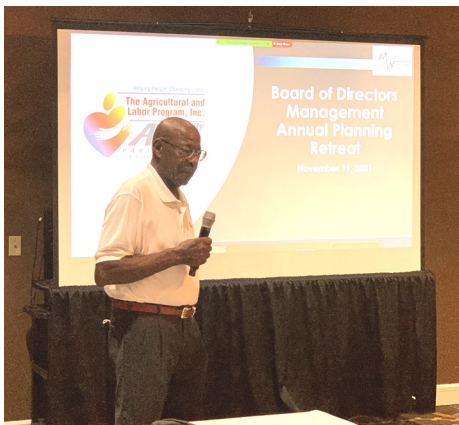
The ALPI hosts its annual board management retreat to present board issues for discussion and approval agency-wide, if required. Board of Directors, Policy Council, CEO and Leadership team come together to access prior year performance and upcoming goals. This retreat is to review strategic goals and address the performance and outcomes for the past program year.

The Board's assessment includes program planning; annual Financial Overview of Financial Position; Management Audit Findings and Recommendations; (draft) audit engagement proposal/timeline; Succession Plan Update; Risk Management; final closeout report, operating budget revisions; Workers Compensation assessment and Renewal; Fixed Assets and Property Improvement policy; Board Fundraising; fundraising activities; Board/Employee annual assessment; Review and/or revise Personnel Policies and Procedures.

Shared Governance Orientation

The purpose of the Shared Governance Orientation Session is to provide newly elected and experienced Board members, Head Start/EHS Policy Council Members and Regional Advisory Council Members with an overview of the agency's governance practices and regulatory requirements. The session ensures ongoing effective management oversight of the agency's governance practices by the Board of Directors and active participation in the decision-making process by the Head Start/EHS Policy Council and Regional Advisory Councils when applicable.

This formal Shared Governance Orientation session is the first step to ensure that board members, Head Start/EHS Policy Council Members, and Regional Advisory Council Members are active, engaged, educated, and ready to move forward collectively, in a participatory democracy, self-determined and in a genuinely shared governance partnership manner.
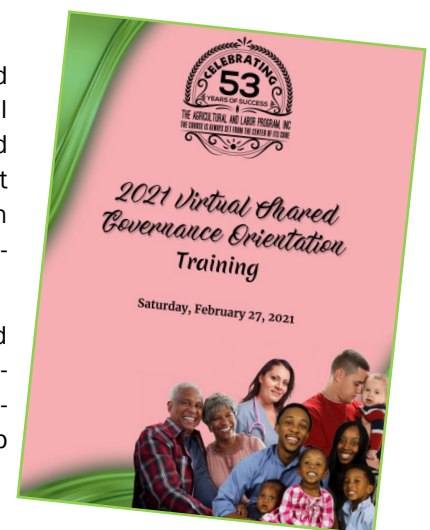
FOCUS AREA: Operations and Accountability

Board Governance

The Agricultural and Labor Program, Inc. (ALPI) Board, like many other community action boards, is uniquely structured to ensure maximum feasible participation by the entire community, including those the organization serves. The ALPI Community Action boards are comprised of at least 1/3 low-income individuals, 1/3 elected public officials (or their representative), and 1/3 private-sector. To make this structure work as intended, ALPI recruits board members thoughtfully, working within communities to promote opportunities for board service. We provide orientation and training, and support members in their oversight role. Boards are foundational to good organizational performance and the time invested to keep them healthy and active is significant, but necessary.

Thank You

2021 Board of Directors

Strategic Plan Alignment

Relationship Initiative **Goal 1:** *Broaden Partnerships with Human Service Entities; National Goal #3: People with low-incomes are engaged and active in building opportunities in communities.*

Strategic Priorities #3: Strengthen Community Partnerships

Objective 1.1: Provide job placement services for adults.

Benchmark: Work with community partners to provide mentorship, apprenticeship, or on the job training.

Benchmark: Expand job training and educational opportunities

Objective 1.2: Supplement food supply for low income families.

Benchmark: Develop partnerships with local food bank agencies in each service area.

Performance Indicator 1: Clients receive certification in high demand occupations.		
Job Training/Certification Program	**# of Registered Programs in Service Area**	**# of enrollments/ certifications received**
Apprenticeship Training Program	8	0
On the Job Training	7	0

Performance Indicator 2: Clients become employed by obtaining full-time positions.		
Job Placement	**# of Client Assessments**	**# of Job Placements**
Full time Employment	19	19 or 100%

Performance Indicator 3: Children and Families nutrition is improved. (Family)		
Delivery of Meals	**# of Clients**	**# of meals Delivered**
Local Food Banks	**0**	0
Meal Delivery	**0**	94 (Food Cards)

Strategic Plan Alignment

Expansion Initiative Goal 2: *Increase Service and Funding Capacity*

National Goal #1*: Individuals and families with low incomes are stable and achieve economic security.*

National Goal #2: *Communities where people with low incomes live are healthy and offer economic opportunity.*

Strategic Priorities: *Develop Opportunities for Unrestricted Funds*

Objective 2.1:   Create additional service opportunities.

Objective 2.1.1: Appoint a committee to explore the feasibility of a charter school.

Benchmark: Explore the feasibility of a charter school.

Benchmark: Identify health care assistance and transportation.

Benchmark: Become a contractor with local agencies to provide insurance enrollments to families.

Objective 2.2:   Create additional funding opportunities.

Objective 2.2.1: Explore the feasibility of a low-income designated credit union.

Objective 2.2.2: Explore the feasibility of a foundation.

Objective 2.2.3: Explore the feasibility of a thrift store.

Performance Indicator 2: Clients obtain transportation for medication and doctor's appointments. (Community)		
Community Support	# of Eligible Customers	# of transportation provided
Partnering Organization	200	Gas Cards: 143 or 71.5%

Strategic Plan Alignment

Relationship Initiative Goal 3: *Enhance Brand Identity and Marketing*

National Goals #3: *People with low incomes are engaged and active in building opportunities in communities.*

Strategic Priorities #4: *Increase Brand Awareness*

Objective 3.1: Strengthen communications to promote the organization's brand.

Benchmark: Enhance communications and marketing plan to strengthen presence within communities served.

Benchmark: Publish additional videos that showcase programs and services to strengthen presence in communities served.

Benchmark: Strengthen social media presence (Facebook, Instagram, and Twitter) to increase number of followings.

Benchmark: Ensure branding and marketing collateral is assessable to employees and regional advisory councils.

Objective 3.2: Strengthen community outreach and education regarding range of services.

Benchmark: Communicate regularly to staff about programs and services offered and any adjustments to those programs and services**.**

Benchmark: Ensure marketing collateral utilized by regional advisory councils promotes The ALPI's brand.

Benchmark: Host an annual open house for the communities served to learn about The ALPI's programs and services.

Performance Indicator 1: Increase community and awareness of services the organization provides. (Agency)		
Planned Event	Proposed Attendance	# in Attendance
Annual Corporate Meeting and Business Luncheon	400	220 or 55%
LIHEAP Energy Fairs	10 Fairs; 1700 Proposed	10 Fairs: 1288 or 76%
Community Events	500 Juneteenth; Unity in the Community	500+

Performance Indicator 2: Staff can adequately communicate program and appropriate services to assist families.		
Professional Plan Development	# of eligible ALPI Employees	% of Participation
Annual Staff Training	220	100%

Performance Indicator 3: Low-income families are aware of The ALPI's services and can communicate to others.		
Planned Event	Proposed Attendance	# in Attendance
Annual Corporate Meeting and Business Luncheon	400	220 or 55%
LIHEAP Energy Fairs	1700	1288 or 76%
Community Events	1700	1288 or 76%

Strategic Plan Alignment

Highly Skilled Workforce Initiative **Goal 4:** *Promote STEM education for children and adults.*

National Goals #3: *People with low incomes are engaged and active in building opportunities in communities.*

Strategic Priorities #2: *Improve Child and Adult Services Programs*

Objective 4.1: Promote STEM education for children and adults.

Benchmark: Train staff to achieve proper skills to become STEM certified

Benchmark : Establish STEM workshops to encourage long-term mindset for STEM careers.

Objective 4.2: Enhance childcare and adult services identified in community assessment survey.

Benchmark: Extend service hours to accommodate working families.

Benchmark: Provide workshops to equip families with financial and budgeting tools for home ownership opportunities.

Performance Indicator 2: Children and adults improve their problem solving, critical thinking, and discovery skills leading to STEM educational opportunities and careers (Community)		
Client Services	# of enrolled participants	# of Enrolled participation completion
STEM Enrollment	504	504 or 100%
Head Start/Early Head Start	504	504 or 100%
CAT Program/VPK/School Readiness	30	30 or 100%
Family Self Sufficiency	19	14 or 74%

Performance Indicator 3: Increase number of children receiving after hours and weekend childcare services.		
Client Services	# of eligible children	# of children enrolled
Head Start/Early Head Start	15	15 or 1.5%
CAT Program/VPK/School Readiness	399	399 or 100%

Strategic Plan Alignment

Expansion Initiative Goal 5: *Scale Operations for Future Growth*

National Goals #3: *People with low incomes are engaged and active in building opportunities in communities.*

Strategic Priorities #4: *Increase Brand Awareness*

Objective 5.1 - Invest in training staff on technology usage

Benchmark: Develop training plan for new hires on security policies, computer setup, and navigating within various software and platforms being utilized.

Benchmark: Facilitate semi-annually trainings for staff on proper email, computer and internet usage.

Objective 5.2: Create action plans for staff's professional development.

Benchmark: Identify staff's professional development needs.

Benchmark: Create training programs or identify training courses to address staff's professional development needs.

Benchmark: Evaluate and assess through annual reviews.

Objective 5.3: Streamline processes and procedures.

Benchmark: Train staff on shared drive usage and revamp security access of file folders.

Benchmark: Create an intranet site to connect staff to work-relevant information including other staff members, company culture, values, policies and procedures, and department information.

Performance Indicator 1: Staff knowledge on the usage of technology is improved and effectiveness increased. (Agency)		
Professional Plan Development	# of Eligible ALPI Employees	# of employees in attendance
Annual Corporate Meeting Training	210	166 or 79%
Zoom Training sessions	130	130
Webinars	130	130

Performance Indicator 2: Increase staff resources and trainings to perform their job. (Agency)		
Professional Plan Development	# of Eligible ALPI Employees	# of employees in attendance
Annual Corporate Meeting Training	210	166 or 79%
Zoom Training Sessions	180	180 or 100%
Webinars	180	180 or 100%

Strategic Plan Alignment

**_Expansion Initiative:_ *Goal 5:* *Scale Operations for Future Growth*

National Goals #3:   *People with low incomes are engaged and active in building opportunities in communities.*

Strategic Priorities #4: *Increase Brand Awareness*

Performance Indicator 3: Staff receive certifications that allow professional growth. (Agency)		
Professional Plan Development	# of Eligible ALPI Employees	% of Employee Certification Received
Certified Community Action Professional's	10	3 or 30%
Certified ROMA Trainer and/or Implementer	5	3 or 60%
Family Development Instructor Credential	1	1 or 100%
Family Development Credential	13	11 or 85%
Certified Housing Counselor	3	0
Certified Class Reliable	11	27%

Performance Indicator 4: Reduce paper consumption of staff. (Agency)		
ALPI Locations	# of responsible employees	% Completed
Corporate Office	Human Resources	100%
Administrative Office	Head Start/EHS	68%
Satellite Offices	LIHEAP/ESG/CSBG/EHEAP	20%

FOCUS AREA: Vision and Direction

Vision and Direction – Category 1: Consumer Input and Involvement. Category 3: Community Assessment. Category 4: Organizational Leadership. Category 5: Board Governance.

Governance Requirements: CSBG Organizational Standards

CSBG Organizational Standard 1.3: The organization has a systematic approach for collecting, analyzing, and reporting customer satisfaction data to the governing board.		
Governance	Compliance	Validation
Board of Directors	Met	Community Needs Assessment 2018 Approved Board of Director's meeting minutes

Governance Requirements: Head Start Act: Head Start Program Performance Standards

Head Start Act § 642(c)(1)(E)(iv)(IV) The organization's governing body has established procedures and guidelines for accessing and collecting information described in the Head Start Act at 642(d)(2).		
Governance	Compliance	Validation
Board of Directors	Met	Head Start Operational Policies and Procedures
Policy Council	Met	Head Start Operational Policies and Procedures

HSPPS § 1301.2(b) The organization's governing body uses ongoing monitoring results, data on school readiness goals, and other information found in Head Start Performance Standards at § 1302.102 to conduct, and information described in the Head Start Act at 642(d)(2) to conduct its responsibilities.		
Governance	Compliance	Validation
Board of Directors	Met	Bi-monthly Financial Statements Program Information Summary (i.e. enrollment reports, attendance reports, subsidized care, meals and snacks report) Annual External Financial Audit Annual Self-Assessment Communication and Guidance from the Secretary of State Program Information Report

FOCUS AREA: Vision and Direction

Governance Requirements: Head Start Act: Head Start Program Performance Standards

HSPPS § 1301.2(b) The organization's governing body uses ongoing monitoring results, data on school readiness goals, and other information found in Head Start Performance Standards at § 1302.102 to conduct, and information described in the Head Start Act at 642(d)(2) to conduct its responsibilities.		
Governance	Compliance	Validation
Policy Council	Met	Monthly Financial Statements Credit Card Expenditure Reports Program Information Summary (i.e. enrollment reports, attendance reports, subsidized care, meals and snacks report) Annual External Financial Audit Annual Self-Assessment Communication and Guidance from the Secretary of State Program Information Report

HSPPS § 1302.101(b)(4) The organization's governing body has approved procedures on data management.		
Governance	Compliance	Validation
Board of Directors	Met	Head Start Operational Policies and Procedures
Policy Council	Met	Head Start Operational Policies and Procedures

HSPPS § 1302.102(a) The organization's governing body and policy council have jointly established goals and measurable objectives.		
Governance	Compliance	Validation
Board of Directors	Met	Five-Year Strategic Plan Community Needs Assessment
Policy Council	Met	Five-Year Strategic Plan Community Needs Assessment Revised/Updated 2020

FOCUS AREA: Vision and Direction

Governance Requirements: CSBG Organizational Standards

Maximum Feasible Participation – Category 3: Community Assessment

CSBG Organizational Standard 3.5: The board formally accepts the completed community assessment. *Every Three (3) Years*		
Governance	Compliance	Validation
Board of Directors	Met	Community Needs Assessment 2018; Revised/Updated 2020 Approved Board of Director's meeting minutes

Vision and Direction – Category 4: Organizational Leadership

CSBG Organizational Standard 4.4: The board receives an annual update on the success of specific strategies included in the Community Action plan.		
Governance	Compliance	Validation
Board of Directors		Final CSBG FOCAS Report Board Retreat Approved Board of Director's meeting minutes

CSBG Organizational Standard 4.4: The board receives an annual update on the success of specific strategies included in the Community Action plan.		
Governance	Compliance	Validation
Board of Directors		Final CSBG FOCAS Report Board Retreat Approved Board of Director's meeting minutes

CSBG Organizational Standard 4.5: The organization has a written succession plan in place for the CEO/ED, approved by the board, which contains procedures for covering an emergency/unplanned, short-term absence of 3 months or less, as well as outlines the process for filling a permanent vacancy.		
Governance	Compliance	Validation
Board of Directors		Succession Plan 2017 Approved Board of Director's meeting minutes Revised Draft 2021

FOCUS AREA: Vision and Direction

Governance Requirements: CSBG Organizational Standards

CSBG Organizational Standard 4.6: An organization-wide, comprehensive risk assessment has been completed within the past 2 years and reported to the board.		
Governance	Compliance	Validation
Board of Directors	Met	Risk Assessment 2020 Board Retreat Approved Board of Director's meeting minutes

Vision and Direction – Category 5: Board Governance

CSBG Organizational Standard 5.1: The organization's board is structured in compliance with the CSBG Act: 1. At least one third democratically-selected representatives of the low-income community; 2. One-third local elected officials (or their representatives); and 3. The remaining membership from major groups and interests in the community.		
Governance	Compliance	Validation
Board of Directors	Met	Board of Director's By-Laws Board of Directors Roster Seven Low-Income Seven Local Elected Officials or their representatives. Seven Private Sector

CSBG Organizational Standard 5.2: The organization's board has written procedures that document a democratic selection process for low-income board members adequate to assure that they are representative of the low-income community.		
Governance	Compliance	Validation
Board of Directors	Met	Board of Director's By-Laws Regional Advisory Councils Election Procedures Approved Board of Directors Meeting Minutes

FOCUS AREA: Vision and Direction

Governance Requirements: CSBG Organizational Standards

CSBG Organizational Standard 5.3: The organization's bylaws have been reviewed by an attorney within the past 5 years.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Shared Governance Training Zoom Roster Board of Director's Meeting Minutes

CSBG Organizational Standard 5.4: The organization documents that each board member has received a copy of the bylaws within the past 2 years.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Shared Governance Training Zoom Roster

CSBG Organizational Standard 5.5: The organization's board meets in accordance with the frequency and quorum requirements and fills board vacancies as set out in its bylaws.		
Governance	Compliance	Validation
Board of Directors	Met	Board of Director's By-Laws Approved Board of Directors Meeting Minutes

CSBG Organizational Standard 5.6: Each board member has signed a conflict of interest policy within the past 2 years.		
Governance	Compliance	Validation
Board of Directors	Met	ALPI Policies and Procedures Manual Required signed copy on File

CSBG Organizational Standard 5.7: The organization has a process to provide a structured orientation for board members within 6 months of being seated.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Shared Governance Orientation Training Virtually Board Governance Cohort Trainings Zoom Attendance Roster

FOCUS AREA: Vision and Direction

Governance Requirements: CSBG Organizational Standards

CSBG Organizational Standard 5.8: Board members have been provided with training on their duties and responsibilities within the past 2 years.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Shared Governance Orientation Training Virtual Board Governance Cohort Trainings - 2020 Zoom Attendance Roster

CSBG Organizational Standard 5.9: The organization's board receives programmatic reports at each regular board meeting.		
Governance	Compliance	Validation
Board of Directors	Met	Board of Directors Tasks and Timelines Board of Directors Meeting Agenda ALPI's Board Portal

FOCUS AREA: Vision and Direction

Strategic Planning

Establishing the vision for a Community Action Agency is a big task and setting the course to reach it through strategic planning is serious business. CSBG eligible entities take on this task by looking both at internal functioning and at the community's needs. An efficient organization knows where it is headed, how the board and staff fit into that future and how it will measure its success in achieving what it has set out to do. This agency-wide process is board-led and ongoing. A "living, breathing" strategic plan with measurable outcomes is the goal, rather than a plan that gets written, but sits on a shelf and stagnates. Often set with an ambitious vision, strategic plans set the tone for the staff and board and are a key leadership and management tool for the organization.

Governance Requirements: CSBG Organizational Standards

Maximum Feasible Participation – Category 6: Strategic Planning

CSBG Organizational Standard 6.1: The organization has an agency-wide strategic plan in place that has been approved by the board within the past 5 years.		
Governance	Compliance	Validation
Board of Directors	Met	Five Year Strategic Plan – 2020-2024 Approved Board of Directors Meeting June 25, 2020 Minutes

CSBG Organizational Standard 6.5: The board has received an update(s) on progress meeting the goals of the strategic plan within the past 12 months.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Board Retreat Board of Directors Meeting Reports Approved Board of Directors Meeting Minutes

FOCUS AREA: Vision and Direction

Governance Requirements: Head Start Act: Head Start Program Performance Standards

HSPPS § 1302.102(b)(2) The organization's governing body must communicate and collaborate with programs and policy council when conducting the annual self-assessment of progress meeting program goals.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Self-Assessment Programmatic Requirement Training and deadlines Attendance Roster Zoom
Policy Council	Met	Annual Self-Assessment Programmatic Requirement Training and deadlines Attendance Roster Zoom

Governance Requirements: CSBG Organizational Standards

Maximum Feasible Participation – Category 7: Human Resources Management

CSBG Organizational Standard 7.1: The organization has written personnel policies that have been reviewed by an attorney and approved by the board within the past 5 years.		
Governance	Compliance	Validation
Board of Directors	Met	ALPI's Policies and Procedures – Last revision June 2020 Approved Board of Directors Meeting Minutes

CSBG Organizational Standard 7.4: The board conducts a performance appraisal of the CEO/executive director within each calendar year.		
Governance	Compliance	Validation
Board of Directors	Met	A. Dobison 2021 Approved Board of Director's Meeting Minutes

FOCUS AREA: Vision and Direction

CSBG Organizational Standard 7.5: The board reviews and approves CEO/executive director compensation within every calendar year.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Performance Evaluation Approved Board of Director's Meeting Minutes

CSBG Organizational Standard 7.7: The organization has a whistleblower policy that has been approved by the board.		
Governance	Compliance	Validation
Board of Directors	Met	ALPI's Policies and Procedures Manual , Effective 2010 Approved Board of Director's Meeting Minutes

Governance Requirements: Head Start Act: Head Start Program Performance Standards

Maximum Feasible Participation – Category 1: Consumer Input and Involvement

Head Start Act § 642(c)(1)(E)(iv)(VIII) and HSPPS § 1302.102(b) The organization's governing body reviews results from a Head Start monitoring, including follow-up activities. It also works with program staff and the policy council to address issues during the ongoing oversight and correction process and during a monitoring.		
Governance	Compliance	Validation
Board of Directors	Met	Board of Director's Task's and Timelines February 2020 Board of Director's Meeting Program Reports and Monitoring Results Approved Board of Directors Meeting Minutes

Head Start Act § 642(c)(1)(E)(iv)(VIII) and HSPPS § 1302.102(b) The organization's governing body reviews results from a Head Start monitoring, including follow-up activities. It also works with program staff and the policy council to address issues during the ongoing oversight and correction process and during a monitoring.		
Governance	Compliance	Validation
Policy Council		Policy Council Task's and Timelines February 2020 Policy Council Meeting Program Reports and Monitoring Results Approved Policy Council Meeting Minutes

FOCUS AREA: Vision and Direction

Governance Requirements: Head Start Act: Head Start Program Performance Standards

Maximum Feasible Participation – Category 1: Consumer Input and Involvement

Head Start Act § 642(c)(1)(E)(iv)(VII) The organization's governing body has approved the organization's financial management, accounting, and reporting policies.		
Governance	Compliance	Validation
Board of Directors	Met	ALPI's Accounting Procedures Manual Approved Board of Director's Meeting Minutes

Head Start Act § 642(c)(1)(E)(iv) The organization keeps track of progress in carrying out the programmatic and fiscal provisions in the grantee's grant application, which is approved by the governing body.		
Governance	Compliance	Validation
Board of Directors	Met	Board of Director's Meeting Program Reports Board of Director's Meeting Budget vs Actual Financial Report Approved Board of Director's Meeting Minutes
Policy Council	Met	Policy Council Meeting Program Reports Policy Council Meeting Budget vs Actual Financial Report Approved Policy Council Meeting Minutes

Head Start Act § 642(c)(1)(E)(iv)(II) The organization has procedures and criteria for recruitment, selection, and enrollment of children which have been established by the governing board.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Shared Governance Orientation Training Annual Board Retreat Approved Board of Director's Meeting Minutes
Policy Council	Met	Annual Shared Governance Orientation Training Annual Board Retreat Policy Council Annual Training Approved Board of Director's Meeting Minutes

FOCUS AREA: Vision and Direction

Governance Requirements: Head Start Act: Head Start Program Performance Standards

Head Start Act § 642(c)(1)(e)(iv)(V) The organization's governing body reviews and approves all major policies of the organization.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Shared Governance Orientation Training Annual Board Retreat Approved Board of Director's Meeting Minutes
Policy Council	Met	Annual Shared Governance Orientation Training Annual Board Retreat Policy Council Board of Director's Meeting Minutes

Head Start Act § 642(c)(1)(E)(iv)(V), (IX) and HSPPS § 1302.90(a) The organization has written personnel policies and procedures that are available to all staff, and approved by the governing body. They include policies and procedures regarding the hiring, evaluation, compensation, and termination of all Head Start staff and those CAA employees primarily paid with Head Start funds (i.e., a majority of the salary) such as the Executive Director, Director of Human Resources, Chief Fiscal Officer and any other person in an equivalent position.		
Governance	Compliance	Validation
Board of Directors	Met	Employee Acknowledgment Receipt ALPI Policies and Procedures Manual Approved Board of Director's Meeting Minutes

Head Start Act § 642(c)(1)(E)(iv)(V), (IX) and HSPPS § 1302.90(a) The organization has written personnel policies and procedures that are available to all staff, and approved by the governing body. They include policies and procedures regarding the hiring, evaluation, compensation, and termination of all Head Start staff and those CAA employees primarily paid with Head Start funds (i.e., a majority of the salary) such as the Executive Director, Director of Human Resources, Chief Fiscal Officer and any other person in an equivalent position.		
Governance	Compliance	Validation
Policy Council	Met	ALPI Policies and Procedures Manual Head Start Program Operations Polices Approved Policy Council Meeting Minutes

FOCUS AREA: Vision and Direction

Governance Requirements: Head Start Act: Head Start Program Performance Standards

Operations and Accountability – Category 8: Financial Operations and Oversight

CSBG Organizational Standard 8.2: All findings from the prior year's annual audit have been assessed by the organization and addressed where the board has deemed it appropriate.		
Governance	Compliance	Validation
Board of Directors	Met	Prior Year's annual audit resulted in no findings

CSBG Organization Standard 8.3: The organization's auditor presents the audit to the governing board.		
Governance	Compliance	Validation
Board of Directors	Met	Virtual Board Retreat Approved Board of Director's Meeting Minutes

CSBG Organization Standard 8.4: and Head Start Act § 642(c)(1)(E)(iv) The governing body/board formally receives, reviews, and approves the financial audit.		
Governance	Compliance	Validation
Board of Directors	Met	Virtual Board Retreat Board of Director's Meeting Approved Board of Director's Meeting Minutes

CSBG Organization Standard 8.7: The board receives financial reports at each regular meeting that include the following: 1. Organization-wide report on revenue and expenditures that compares budget to actual, categorized by program; and 2. Balance sheet/statement of financial position.		
Governance	Compliance	Validation
Board of Directors	Met	Board of Director's Meeting Agenda Board of Director's Meeting Financial Reports; Organization Wide, revenue and expenditures, budget to actual, balance sheet/statement Approved Board of Director's Meeting Minutes (Information)

FOCUS AREA: Vision and Direction

Governance Requirements: CSBG Organizational Standards

Operations and Accountability – Category 8: Financial Operations and Oversight

CSBG Organization Standard 8.9 and Head Start Act § 642(c)(1)(E)(iv)(VII)(bb): The governing body annually approves an organization-wide budget, including a Head Start operating budget, including all major financial expenditures of the CAA.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Board Retreat Board of Director's Finance Report Approved Board of Director's Meeting Minutes

CSBG Organization Standard 8.10: The fiscal policies have been reviewed by staff within the past 2 years, up-dated as necessary, with changes approved by the board.		
Governance	Compliance	Validation
Board of Directors	Met	Last Review November 2020, no update required.

CSBG Organization Standard 8.11: A written procurement policy is in place and has been reviewed by the board within the past 5 years.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Shared Governance Orientation Virtual Attendance

FOCUS AREA: Vision and Direction

Governance Requirements: CSBG Organizational Standards

Operations and Accountability – Category 9: Data and Analysis

CSBG Organization Standard 9.3: The organization has presented to the board for review or action, at least within the past 12 months, an analysis of the agency's outcomes and any operational or strategic program adjustments and improvements identified as necessary.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Corporate Meeting and Luncheon Annual Board Retreat Approved Board of Director's Meeting Minutes

Governance Requirements: Head Start Act: Head Start Program Performance Standards

Head Start Act § 642(c)(1)(E)(iv)(VII)(aa) The governing body annually approves all major financial expenditures of the Head Start program.		
Governance	Compliance	Validation
Board of Directors	Met	Annual Corporate Meeting and Luncheon (Virtual) Annual Board Retreat (Virtual) Approved Board of Director's Meeting Minutes

CSBG Organization Standard 8.11: A written procurement policy is in place and has been reviewed by the board within the past 5 years.		
Governance	Compliance	Validation
Board of Directors	Met	Virtual Shared Governance Orientation Attendance Roster Zoom

FOCUS AREA: Vision and Direction

Head Start Policy Council

ALPI Head Start and Early Head Start successfully organized and maintained the 2020-2021 Policy Council and Parent Committees at each of the directly operating centers including the representation of parents from the child care providers.

During the 2020-2021 program year; the Parent Committees and Policy Council were established during the month of October 2020 at all the directly operated and contracted centers. The Parent Committees consisted of parents of children enrolled in the Head Start and Early Head Start Program. The Policy Council membership consisted of thirteen (13) parents whose children were enrolled in the program, and five (5) were Community Representatives.

- Annual Board of Director's Retreat in November 2020
- Annual Corporate Board of Director's Meeting in January 2021
- Annual Board of Director's Orientation in February 2021
- Annual Self-Assessment and Evaluation

During the 2020-2021 program year, the Policy Council conducted several tasks and monthly meetings. The Policy Council, in their decision-making role, were able to approve the following:

- Impasse Policies and Procedures
- Program Annual Self-Assessment Report
- Funding Grant Applications
- Human Resources Actions
- Financial Reports
- Program Progress Reports
- School Readiness/Child Outcomes Reports

The Policy Council conducted a total of nine (9) business scheduled meetings, participated in a three-day Program Governance orientation/training, and joint decision-making meetings with the Board of Directors to include, but not limited to Board Retreat, Corporate Annual Closeout Meeting, Board Orientation, Self-Assessment. These meetings are effective for program oversight and accountability.

FOCUS AREA: Operations and Accountability

Human Resources Management

The human element of ALPI's work is evident at all levels of the organization and the relationship an organization has with its staff often reflects the organization's values and mission. Oversight of the chief executive officer/executive director and maintaining a strong human resources infrastructure are key responsibilities of board oversight. Attention to organizational elements, such as policies and procedures, performance appraisals and training, lead to strong organizations with the capacity to deliver high quality services in low-income communities.

PERFORMANCE: As shown below, between FY 13-14 through FY 21-22, employees received a total of 68,052 hours of professional development training, for an average of 8,507 staff training hours per year. Based on an average staff size of 209 employees, this equates to 41 hours of training per employee, per year.

Overall Staff Training Hours

FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
9,125	6,865	6,522	13,696	6,276	8,716	8,652	8,507
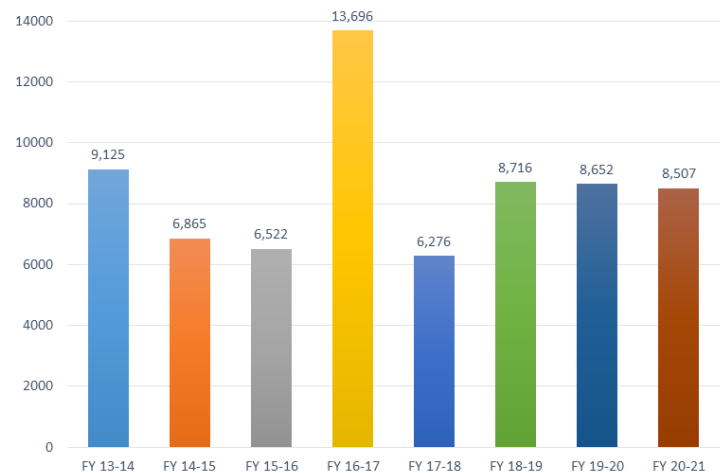
FOCUS AREA: Operations and Accountability

Financial Operations and Oversight

The fiscal bottom line of ALPI is not isolated from its mission, it is a joint consideration. ALPI board and staff maintain a high level of fiscal accountability through audits, monitoring by State and Federal agencies and compliance with Federal Office of Management Budget circulars. The management of federal funds is taken seriously by the ALPI organization and reflect the board's oversight role as well as the day-to-day operational functions.

The Agricultural and Labor Program, Incorporated

Schedule of Findings and Questioned Costs
Year Ended June 30, 2021

Section I. Summary of Auditor's Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with U.S. GAAP: _____ Unmodified _____

Internal control over financial reporting:
Material weakness(es) identified? _____ Yes __X__ No
Significant deficiency(ies) identified? _____ Yes __X__ None Reported

Noncompliance material to financial statements noted? _____ Yes __X__ No

Federal Awards

Internal control over major programs:
Material weakness(es) identified? _____ Yes __X__ No
Significant deficiency(ies) identified? _____ Yes __X__ None Reported

Type of auditor's report issued on compliance for the major programs: _____ Unmodified _____

Any audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200.516(a)? _____ Yes __X__ No

Identification of major programs:

Assistance Listing Number(s)	Name of Federal Program or Cluster
93.568	Low Income Home Energy Assistance
21.019	Coronavirus Relief Fund

Dollar threshold used to distinguish between Type A and type B programs: _____ $750,000 _____

Auditee qualified as low-risk auditee? __X__ Yes _____ No

Section II. Financial Statement Findings

No matters to report.

Section III. Findings and Questioned Costs for Federal Awards

No matters to report.

Section IV. Other Reporting
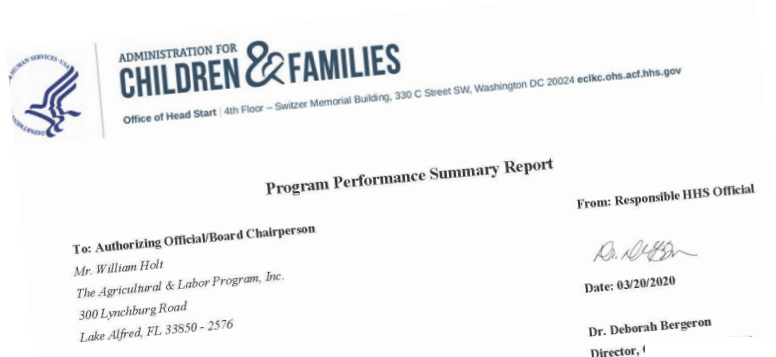
1. No Corrective Action Plan is presented because there were no findings required to be reported under the Federal Single Audit Act.

2. No Summary Schedule of Prior Audit Findings is presented because there were no prior audit findings.

The Agricultural and Labor Program, Inc.

SUMMARY OF FINANCIAL
AND COMPLIANCE REPORT
FOR YEAR ENDED - JUNE 30, 2021

FINANCIAL STATEMENTS
- No weaknesses identified.
- No significant deficiencies identified.
- No noncompliance material to Financial Statement noted.

FEDERAL AWARDS
- No weaknesses identified.
- No significant deficiencies identified.
- No audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200.516 (a).
- Qualified as low-risk auditee.

FINANCIAL STATEMENT FINDINGS
- No matters to report.

FINDING & QUESTIONED COSTS FOR FEDERAL AWARDS
- No matters to report.

FOCUS AREA: Operations and Accountability

Head Start monitoring protocols are used by the Office of Head Start (OHS) to gather data and other information to assess grantee program operation and performance. Reviews are held for the Classroom Assessment Scoring System (CLASS®), Focus Area One, and Focus Are Two . OHS uses the information collected during reviews to understand the grantee's approach to program design and services. The information is also used to evaluate their performance and continuous program improvement.

In Compliance

ADMINISTRATION FOR CHILDREN & FAMILIES
Office of Head Start | 4th Floor – Switzer Memorial Building, 330 C Street SW, Washington DC 20024 eclkc.ohs.acf.hhs.gov

Program Performance Summary Report

To: Authorizing Official/Board Chairperson

Mr. William Holt
The Agricultural & Labor Program, Inc.
300 Lynchburg Road
Lake Alfred, FL 33850 - 2576

From: Responsible HHS Official

Date: 03/20/2020

Dr. Deborah Bergeron
Director, (

From December 9, 2019 to December 13, 2019, the Administration for Children and Families (ACF) conduc
(FA1) monitoring review of the The Agricultural & Labor Program, Inc. Head Start and Early Head Start pr
contains information about the grantee's performance and compliance with the requirements of the Head Sta
Standards (HSPPS) or Public Law 110-134, Improving Head Start for School Readiness Act of 2007.

The Office of Head Start (OHS) would like to thank your governing body, policy council, parents, and staf
the review process. The FA1 review allows the OHS to understand how programs are progressing in provi
grant cycle. The report includes the performance measures used to understand grantee progress towards pr
this report to identify where your program was able to describe progress toward implementing program se
outcomes for children and families. Please contact your Regional Office for guidance should you have an
Your Regional Office will follow up on the content of this report and can work with you to identify resou
program's continuous improvement.

DISTRIBUTION OF THE REPORT
Dr. Calvin Moore, Regional Program Manager
Ms. Arlene Dobison, Chief Executive Officer/Executive Director
Mrs. Caroline W Looney, Head Start Director
Mrs. Caroline W Looney, Early Head Start Director

Glossary of Terms

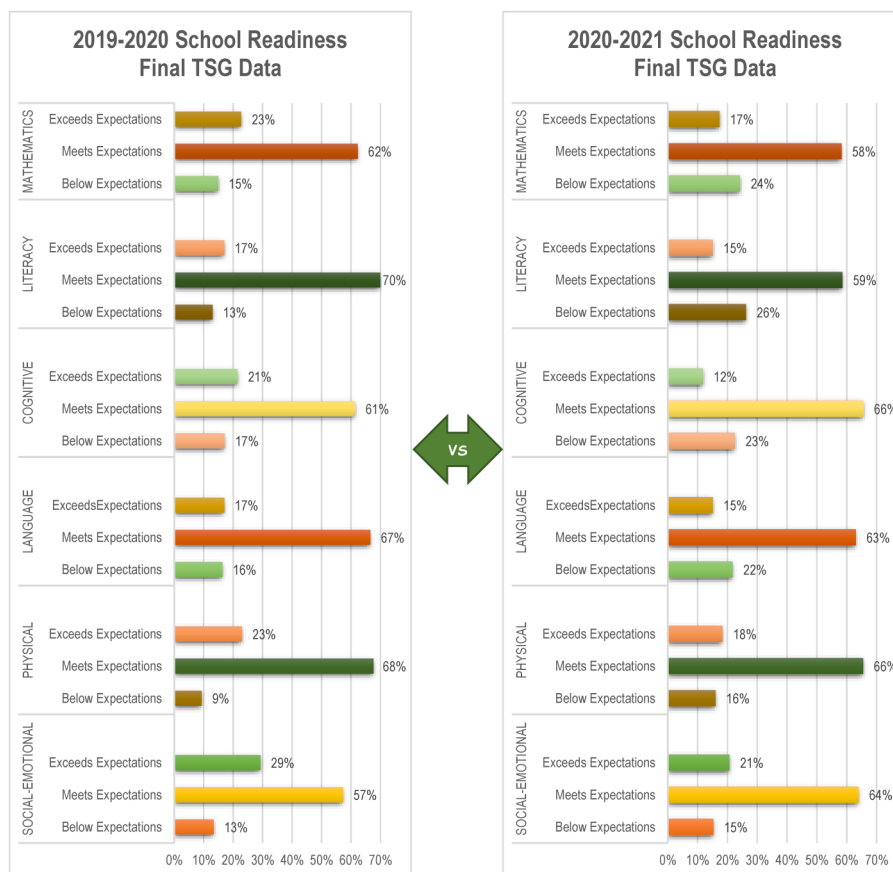| Term	Definition
Opportunity for Continuous Improvement (OCI)	An OCI is identified when the grantee is determined compliant in an area; however, through intentional, continuous improvement strategies, the agency has the opportunity to enhance overall program quality.
Area of Concern (AOC)	An area for which the agency needs to improve performance. These issues should be discussed with the grantee's Regional Office of Head Start for possible technical assistance.
Area of Noncompliance (ANC)	An area for which the agency is out of compliance with Federal requirements (including but not limited to the Head Start Act or one or more of the regulations) in one or more areas of performance. This status requires a written timeline of correction and possible technical assistance or guidance from the grantee's program specialist. If not corrected within the specified timeline, this status becomes a deficiency.
Deficiency	As defined in the Head Start Act, the term "deficiency" means: (A) a systemic or substantial material failure of an agency in an area of performance that the Secretary determines involves: (i) a threat to the health, safety, or civil rights of children or staff; (ii) a denial to parents of the exercise of their full roles and responsibilities related to program operations; (iii) a failure to comply with standards related to early childhood development and health services, family and community partnerships, or program design and management; (iv) the misuse of funds received under this subchapter; (v) loss of legal status (as determined by the Secretary) or financial viability, loss of permits, debarment from receiving Federal grants or contracts, or the improper use of Federal funds; or (vi) failure to meet any other Federal or State requirement that the agency has shown an unwillingness or inability to correct, after notice from the Secretary, within the period specified; (B) systemic or material failure of the governing body of an agency to fully exercise its legal and fiduciary responsibilities; or (C) an unresolved area of noncompliance.

FOCUS AREA: Operations and Accountability

Data and Analysis

The ALPI's Head Start and Early Head Start Program provides high-quality early education and child development services, including children with disabilities, that promote children's cognitive, social and emotional growth for later success in school. This report represents a summary of the 2020-2021 Program's approach to service delivery and accomplished goals and objectives as mandated by federal and state regulations and requirements. The report includes data obtained from the unofficial Program Information Reports, Program Database Systems, and other formal and informal reports.

The Agricultural and Labor Program, Inc., Head Start and Early Head Start Programs as its online child assessment system, utilize the Teaching Strategies GOLD. Teaching Strategies is an ongoing observational system for assessing children from birth through kindergarten.

The aggregated data below represents the Teaching Strategies GOLD (TSG) Spring School Readiness results comparison between the last two challenging years. The data demonstrates that the largest percentage of children are meeting or exceeding expectations in the 2020-2021 school year.

2019-2020 School Readiness Final TSG Data

Domain	Category	Percentage
MATHEMATICS	Exceeds Expectations	23%
MATHEMATICS	Meets Expectations	62%
MATHEMATICS	Below Expectations	15%
LITERACY	Exceeds Expectations	17%
LITERACY	Meets Expectations	70%
LITERACY	Below Expectations	13%
COGNITIVE	Exceeds Expectations	21%
COGNITIVE	Meets Expectations	61%
COGNITIVE	Below Expectations	17%
LANGUAGE	Exceeds Expectations	17%
LANGUAGE	Meets Expectations	67%
LANGUAGE	Below Expectations	16%
PHYSICAL	Exceeds Expectations	23%
PHYSICAL	Meets Expectations	68%
PHYSICAL	Below Expectations	9%
SOCIAL-EMOTIONAL	Exceeds Expectations	29%
SOCIAL-EMOTIONAL	Meets Expectations	57%
SOCIAL-EMOTIONAL	Below Expectations	13%

VS

2020-2021 School Readiness Final TSG Data

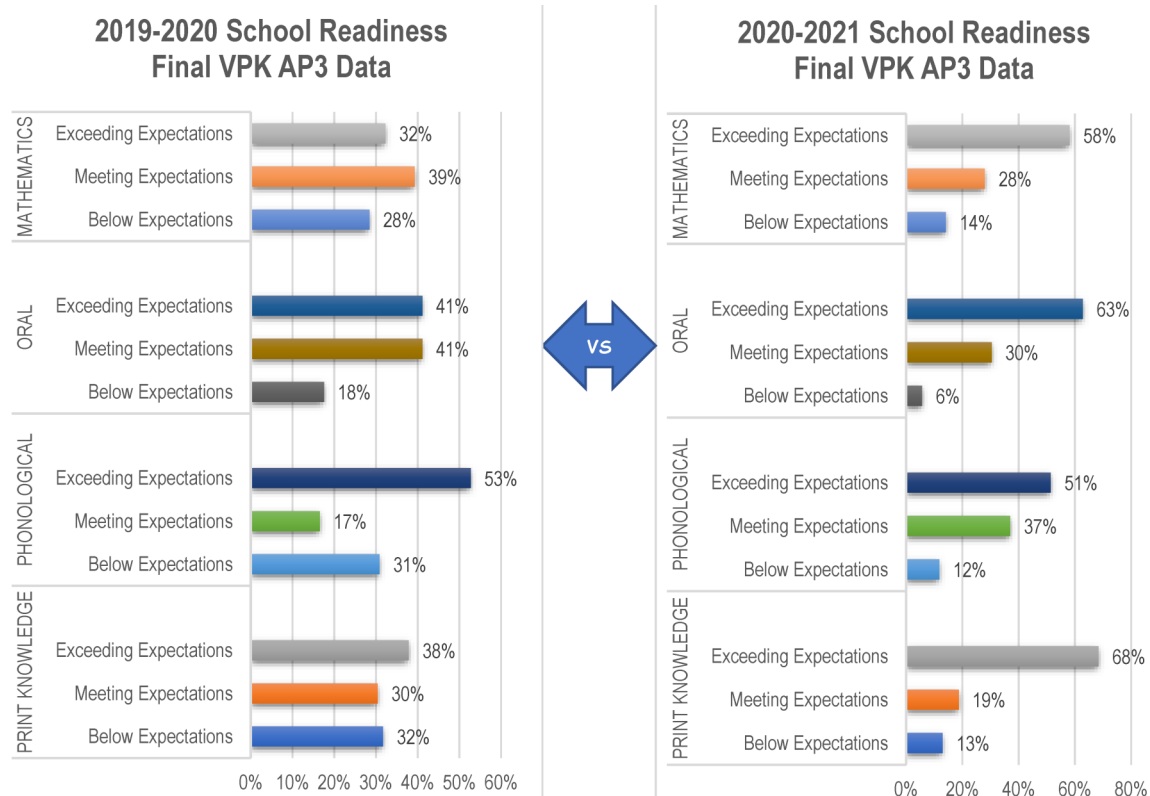| Domain	Category	Percentage
MATHEMATICS	Exceeds Expectations	17%
MATHEMATICS	Meets Expectations	58%
MATHEMATICS	Below Expectations	24%
LITERACY	Exceeds Expectations	15%
LITERACY	Meets Expectations	59%
LITERACY	Below Expectations	26%
COGNITIVE	Exceeds Expectations	12%
COGNITIVE	Meets Expectations	66%
COGNITIVE	Below Expectations	23%
LANGUAGE	Exceeds Expectations	15%
LANGUAGE	Meets Expectations	63%
LANGUAGE	Below Expectations	22%
PHYSICAL	Exceeds Expectations	18%
PHYSICAL	Meets Expectations	66%
PHYSICAL	Below Expectations	16%
SOCIAL-EMOTIONAL	Exceeds Expectations	21%
SOCIAL-EMOTIONAL	Meets Expectations	64%
SOCIAL-EMOTIONAL	Below Expectations	15%

FOCUS AREA: Operations and Accountability

Florida Department of Education VPK Assessment
Online Reporting System

The Agricultural and Labor Program, Inc., (ALPI) Head Start/Early Head Start Program, aggregates and analyzes child assessments from various tools used during the program operating period to evaluate and measure the program's progress towards meeting the school readiness goals and objectives established in the Head Start and Early Head Start Baseline Funding Grant Application.

ALPI has compared school readiness data from the last two years to track and monitor the impact of COVID-19 Pandemic, and the progress towards moving forward with full and in-person learning. Recognizing similarities, growth, stability, patterns, and trends will assist in developing new strategies to meet 100% of the established goals and objectives. The School Readiness/Child Outcomes are based on a combination of data collected from various tools. The data below represents program progress towards achieving goal 1.

The aggregated data below represents the VPK Assessment Period 3 results comparison between the last two challenging years. The data demonstrates that the largest percentage of children are meeting or exceeding expectations in the 2020-2021 school year.

2019-2020 School Readiness Final VPK AP3 Data

MATHEMATICS
- Exceeding Expectations: 32%
- Meeting Expectations: 39%
- Below Expectations: 28%

ORAL
- Exceeding Expectations: 41%
- Meeting Expectations: 41%
- Below Expectations: 18%

PHONOLOGICAL
- Exceeding Expectations: 53%
- Meeting Expectations: 17%
- Below Expectations: 31%

PRINT KNOWLEDGE
- Exceeding Expectations: 38%
- Meeting Expectations: 30%
- Below Expectations: 32%

VS

2020-2021 School Readiness Final VPK AP3 Data

MATHEMATICS
- Exceeding Expectations: 58%
- Meeting Expectations: 28%
- Below Expectations: 14%

ORAL
- Exceeding Expectations: 63%
- Meeting Expectations: 30%
- Below Expectations: 6%

PHONOLOGICAL
- Exceeding Expectations: 51%
- Meeting Expectations: 37%
- Below Expectations: 12%

PRINT KNOWLEDGE
- Exceeding Expectations: 68%
- Meeting Expectations: 19%
- Below Expectations: 13%

FOCUS AREA: Operations and Accountability

CLASS Scoring System Scores

The Agricultural and Labor Program, Inc., Head Start and Early Head Start Programs, use data from the classroom interactions utilizing the C.L.A.S.S. Scoring System tool, to measure teacher-child interactions, and to allow quality improvement of multiple domains in accordance with the child's age. In the fall of 2019, 18 (50%) of the pre-k classrooms were observed, the scores revealed that we are improving in the area of instructional support; however, in the areas of emotional support, and classroom organization ALPI Pre-K Teacher-Child scores are below the national grantee level median. The graph below represents a comparison of the scores of the 2019 CLASS Scores.

OHS CLASS 2019 National Distribution
Grantee-Level Domain Scores
Pre-K Teacher-Child Observations
Median (50%)

Emotional Support: 6.08

Classroom Organization: 5.82

Instructional Support: 2.92

ALPI CLASS 2019
Pre-K Teacher-Child Observation Scores
18 Pre-K Classrooms Observed

Emotional Support: 5.82

Classroom Organization: 5.29

Instructional Support: 4.03

FOCUS AREA: Operations and Accountability

Responsiveness in Early Head Start

As part of ALPI's continuous improvement in all aspects of the comprehensive early education, ALPI measures the responsiveness of care in the Early Head Start classrooms; although, as of today, the OHS does not use the CLASS Scoring System tool to measure responsiveness, the State School Readiness Program does; therefore, we used the same tool for our Early Head Start classrooms. The graphs below represent the fall of 2019 scores for Toddlers and Infants CLASS Scores.

Toddlers CLASS 2019 Scores

- Emotional and Behavioral Support **5.69**
- Engaged Support for Learning **3.71**

Infants CLASS 2019 Scores

- Responsive Caregiving **3.71**

Lincoln Park HSC **5.89**
Queen Townsend HSCII **5.73**
Francina Duval HSC **5.64**
Child Development &FSC **5.53**
George W. Truitt FSC **5.45**
Garden Terrace HSC **5.08**

As part of ALPI's efforts to provide extended day services to low income families, ALPI provides school readiness services for eligible families. Participating families must seek eligibility through the State prior to beginning services. It is expected that school readiness services further assist in preparing children to be ready for school. For those reasons, the State has implemented CLASS Scoring System tool, across child care providers as part of their eligibility in providing the school readiness services. The graph represents the composite scores of the 50% of Head Start/Early Head Start classrooms observed by the Early Learning Coalition of St. Lucie County in April 2021.

FOCUS AREA: Operations and Accountability

Head Start/Early Head Start Program

The ALPI Head Start and Early Head Start Program conducted Science Fairs throughout the month of March 2021. Children experienced various experiments to include the one in these pictures of a Volcano and Lava.

The ALPI Head Start and Early Head Start Program conducted two "Food Drives" for Thanksgiving Celebration and Winter Break during the 2020-2021 School Year. Our partnership with the St. Lucie County Public School Food Services Department made this possible.

March 2, 2021
Celebrating national Read Across American Day. The ALPI Head Start and Early Head Start Centers celebrated Dr. Sues birthday, promoting early literacy.

FOCUS AREA: Operations and Accountability

Head Start/Early Head Start Program

The ALPI provided a small gift to all children participating at the Head Start/Early Head Start Centers on Thursday, December 17, 2020, in St. Lucie and Polk County. Our Sponsors included: Kaplan Early Learning Company, iTHINK Financial Services, Walmart, IRSC, and Staff.

Head Start/Early Head Start Technology Project

ACTIVATION OF DATA PORTS & CABLE DROPS

In order to provide a superior connection experience, for both children and staff, it was determined that all devices would connect via ethernet cable. Vastly superior to wifi, this type of connection will greatly minimize any future issues, support or maintenance. Because all locations were previously cabled for ethernet, this part of the project consisted primarily of activating existing data ports, via their switches. *COMPLETED: Approximately 82 data ports were activated across (7) separate locations and (5) cable drops were completed, for a total of 87 working connections.*
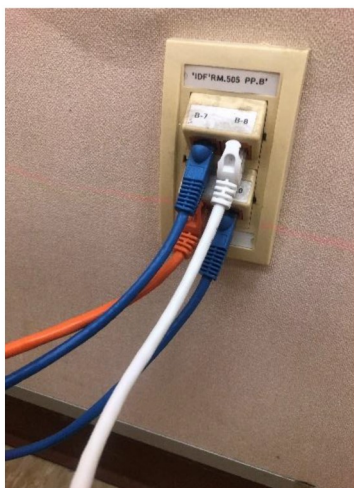
Newly re-activated data ports.
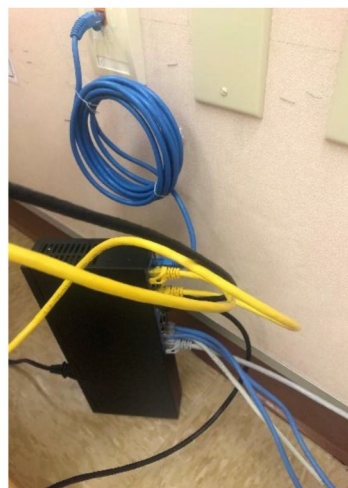
Switch box used to distribute internet connectivity and save cost of additional cabling.

Head Start/Early Head Start Technology Project

Hatch "We Play Smart" Interactive Tables have been received in both SLC and Polk counties, for Early Head Start, as follows.

PSL CHILD DEV.   2

GWTRUITT   2

FROSTPROOF   2

JUMPSTART   1
Contracted Center

Hatch is currently in the process of scheduling a dedicated installer for these computers and interactive tables, but they predict work will begin the week of 9/21. *COMPLETED: 97 computers and 7 interactive tables have been received.*

Children enjoying "We Play Smart" Interactive Table.

Head Start/Early Head Start Technology Project

CREATION OF COMPUTER LABS

A total of (4) computer labs have been commissioned, as follows: (2) at Queen Townsend Head Start Center and (2) at ALPI Child Development and Family Center in Port St. Lucie, FL. Each lab will contain (20) all-in-one Hatch computers, all connected via ethernet cable. In order to help minimize costs, small switches were used to provide internet to clusters of computers (4-6-8). Port St. Lucie's computer labs will be completed the week of 9/21. *COMPLETED: The computer lab at QTC has been completed.*

Computer lab desks consist of (2) students per desk, so (2) ethernet cable connections per desk.

HATCH COMPUTERS & INTERACTIVE TABLES

Hatch computers have been received in SLC and they are currently at their respective locations, awaiting installation, as follows.

QTC	40
PSL CHILD DEV.	40
LINCOLN PARK	6
FRANCINA DUVAL	2
GARDEN TERRACE	5
GWTRUITT	3
LEARNING TREE *Contracted Center*	1

Hatch pc is an all-in-one unit.

Head Start/Early Head Start Technology Project

INTERACTIVE BOARDS

Approximately 27 A&E Interactive Boards have been delivered, placed and configured. One Board was returned to the factory for replacement within the next two weeks. These high-resolution, multi-purpose boards provide daily digital interactive activities for students, the ability to conduct virtual learning classes, and accessibility to Zoom meetings. All boards are equipped with a high-resolution webcam. *COMPLETED: 27 interactive boards have been received and distributed as follows.*

QTC	13
PSL CHILD DEV.	9
LINCOLN PARK	1
FRANCINA DUVAL	1
GARDEN TERRACE	1
GWTRUITT	1
LEARNING TREE *Contracted Center*	1

Children are visibly captivated by the new technology.

Head Start/Early Head Start Technology Project

ALPI VIRTUAL LEARNING VIA INTERACTIVE BOARDS

Both teachers and students have a total blast during virtual learning!

ALPI staff created a real "studio" for virtual learning sessions. Creativity abounds at ALPI.

Technology makes learning both accessible and fun, even during a time of stress and crisis.

Head Start/Early Head Start Technology Project

CLASSROOM INTERACTIVE BOARDS ARE SUPER COOL!

The students are physically and mentally engaged with the new technology. Students are excited to go to school and start the day knowing they have super cool technology they work on and can brag about to friends and family.

It's all about "interaction". Students are active participants in the new technology, not just observant bystanders. They love learning!

Head Start/Early Head Start Technology Project

Computer Lab at ALPI Child Development and Family Services Center, Port St. Lucie, FL

FOCUS AREA: Operations and Accountability

Data and Analysis

Annually, ALPI is required to track and report on what happens to families, agencies and communities, as a result of services provided. The outcomes of clients and communities, as a result of agency program services and activities, are reported to the Board of Directors on an annual basis. The data is utilized as a planning tool to ensure the relevance of program services provided to children, families and farmworkers.

The Agricultural and Labor Program, Inc.
... Providing a constant flow of children and family support services since 1968.

OUR PEOPLE
209 EMPLOYEES
8,507 STAFF TRAINING HOURS

ENERGY ASSISTANCE
12,877 FAMILIES SERVED
$6,409,864 CRISIS HOME ENERGY, FT. PIERCE UTILITIES & OTHER ASSISTANCE PAYMENTS

Child Development and Family Services
829 TOTAL CHILDREN ENROLLED
829 CHILDREN SERVED
369 CHILDREN WHO TRANSITIONED TO KINDERGARTEN
765 FAMILIES SERVED

EHEAP
507 SENIORS RECEIVED ENERGY ASSISTANCE
$184,227 CRISIS ENERGY ASSISTANCE PAYMENTS

Community Engagement
6,000 DONATED VOLUNTEER HOURS
$837,602 BUSINESS IN-KIND SERVICES VALUE

Housing
57 AFFORDABLE HOUSING UNITS

Emergency Assistance
75 FOOD VOUCHERS DISTRIBUTED
471 INDIVIDUALS RECEIVED RENT OR MORTGAGE ASSISTANCE

Cares Act Assistance

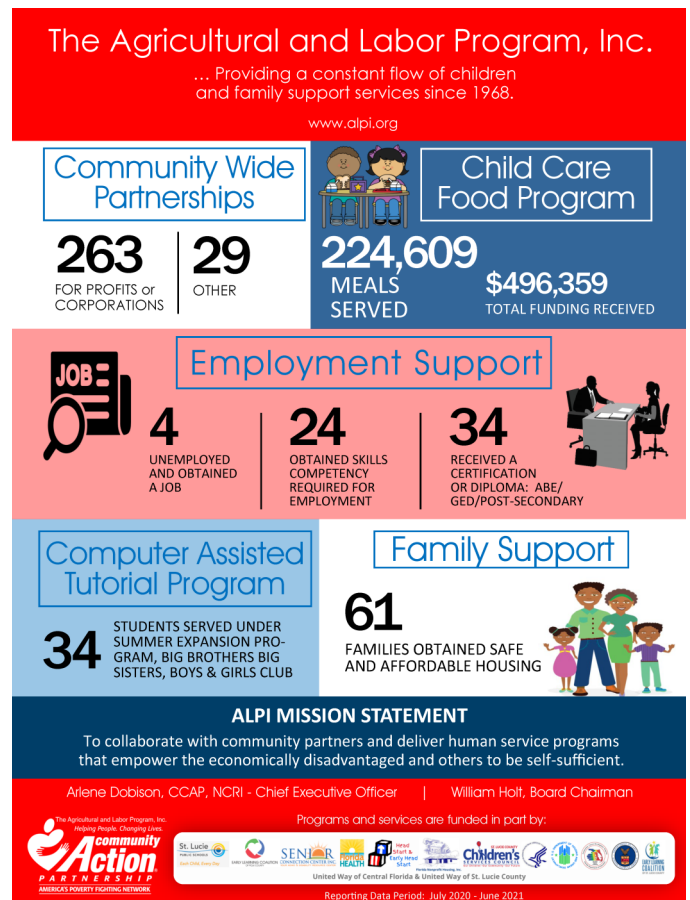| LIHEAP	CSBG	POLK	HDST
5,376	392	389	142
$3,235,082	$397,826	$449,018	$40,368

The Agricultural and Labor Program, Inc.
... Providing a constant flow of children and family support services since 1968.
www.alpi.org

Community Wide Partnerships
263 FOR PROFITS or CORPORATIONS
29 OTHER

Child Care Food Program
224,609 MEALS SERVED
$496,359 TOTAL FUNDING RECEIVED

Employment Support
4 UNEMPLOYED AND OBTAINED A JOB
24 OBTAINED SKILLS COMPETENCY REQUIRED FOR EMPLOYMENT
34 RECEIVED A CERTIFICATION OR DIPLOMA: ABE/GED/POST-SECONDARY

Computer Assisted Tutorial Program
34 STUDENTS SERVED UNDER SUMMER EXPANSION PROGRAM, BIG BROTHERS BIG SISTERS, BOYS & GIRLS CLUB

Family Support
61 FAMILIES OBTAINED SAFE AND AFFORDABLE HOUSING

ALPI MISSION STATEMENT
To collaborate with community partners and deliver human service programs that empower the economically disadvantaged and others to be self-sufficient.

Arlene Dobison, CCAP, NCRI - Chief Executive Officer | William Holt, Board Chairman

Programs and services are funded in part by:

The Agricultural and Labor Program, Inc.
Helping People. Changing Lives.

United Way of Central Florida & United Way of St. Lucie County

Reporting Data Period: July 2020 - June 2021

Agency Budget: 2021 - 2022

The Agricultural and Labor Program, Inc.
Fiscal Year 2021-2022
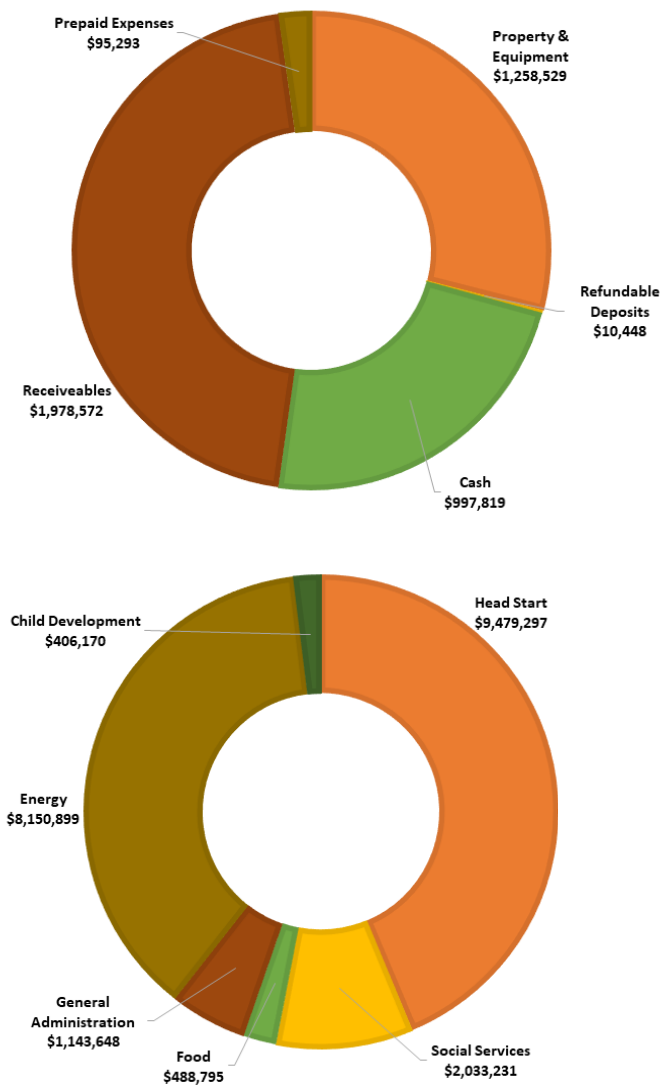**Agency Budget**

REVENUES	FY 22	FY 21
Head Start / Early Head Start (St. Lucie/Polk Counties)	9,818,560	9,816,095
Head Start COVID 19	506,311	688,497
HS EHS Amercian Rescue Plan	1,418,104	54,148
ALPI Child Care Centers (St. Lucie/Polk Counties)	82,755	82,755
ALPI CC Polk CARES	-	12,900
Polk ELC VPK	-	24,538
St Lucie County Early Learning VPK	703,985	681,912
USDA Food	967,460	967,460
Children's Services Council	110,964	114,870
Department of Economic Opportunity LIHEAP	6,227,080	6,227,080
Department of Economic Opportunity LIHEAP COVID 19	4,074,391	4,074,391
Department of Economic Opportunity LIHEAP ARP	2,860,108	
Senior Connection Center, Inc. EHEAP	159,943	162,490
Department of Economic Opportunity CSBG	1,010,160	977,084
Department of Economic Opportunity CSBG COVID 19	1,368,681	1,368,681
Polk Co Emergency Rental Assistance (ERAP)	3,300,000	
FPUA COVID 19	-	50,000
United Way COVID 19	-	463,449
Emergency Solutions Grant	64,303	53,265
Permanent Supportive Housing (PSH)	36,409	36,409
Department of Education EA	50,000	50,000
Florida Non Profit Housing	31,350	31,350
FACA\ Western Union	32,511	32,511
H.U.D. Housing Couseling	17,908	15,256
ATEC	12,250	10,100
E-rate	27,950	27,950
Fund Raiser	35,000	35,000
Other	1,145	1,145
In-Kind / Cash Match	-	0
TOTAL REVENUE	32,917,328	28,895,544

EXPENSES		
Salaries and Wages	8,835,995	8,709,274
Fringe Benefits	2,370,806	2,334,922
Communications	442,765	386,965
Travel	236,588	215,514
Food	545,800	545,800
Rent and Utilities	1,412,612	1,240,447
Contractual Services	543,494	504,494
Materials and Supplies	2,484,734	3,731,291
Training	230,008	219,155
Grants, Subsidies and Contributions	14,482,649	9,704,420
Subcontractors	1,197,837	1,185,237
In-Kind	-	0
Other	134,040	118,025
TOTAL EXPENSES	32,917,328	28,895,544

FY 2021 Financial Highlights

95%
OF ALL FUNDING RECEIVED GOES DIRECTLY TO PROGRAM SERVICES

STATEMENT OF FINANCIAL POSITION

Prepaid Expenses
$95,293

Property &
Equipment
$1,258,529

Refundable
Deposits
$10,448

Receiveables
$1,978,572

Cash
$997,819

Child Development
$406,170

Head Start
$9,479,297

Energy
$8,150,899

General
Administration
$1,143,648

Food
$488,795

Social Services
$2,033,231

STATEMENT OF ACTIVITIES

US Dept of HHS
$9,630,946

Economic Opportunity
$9,490,501

Other Support &
Revenue
$1,046,627

In Kind
$711,143

Child Care
$201,177

FL Education & Health
$556,195

VPK $440,016

Accrued
Expenses
$768,171

Refundable
Advances
$12,900

Accounts
Payable
$822,533

Unrestricted
Net Assets
$2,720,144
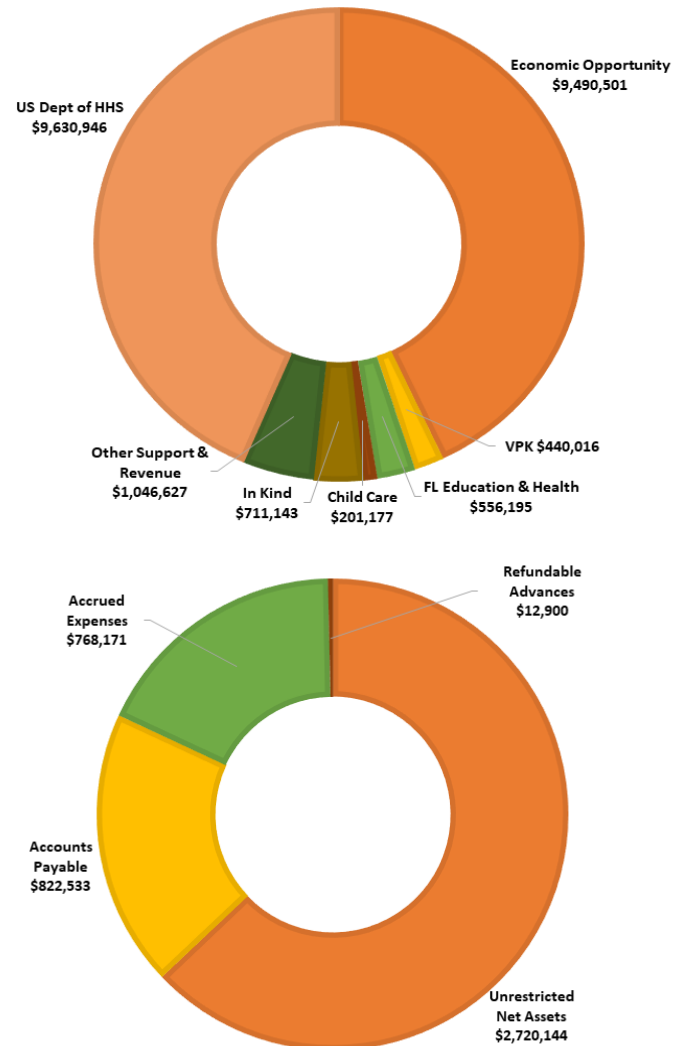
Change In Net Assets:
$374,565

Special Thanks & Recognition

Special thanks and recognition to all councils and housing board members who very generously donate of their time and energy to further the mission of the Agricultural and Labor Program, Inc.

Regional Advisory Councils

Central

Glenda Jones	Clora Dubose	Patricia Salary	Doris Parker
Johnnie McNair	Mary Shepherd	Josephine Howard	Marian Owens
Vermell Brown	Dartha Shular	Jennie Calhoun	Earnestine Davis
Linda Bailey	Jacqueline Rentz	Margaree B. Simon	Victoria Frazier
Ruby Willix	Beulah Jones	Annie Larkins	

Eastern

William Holt	Constance Griffin	Betty Bradwell	Mercadez Estime-Connelly
Marjorie Gaskin	Frances Cooper	Gena Spivey	Sonya Allen-Baylor
Bobby Byrd	Angela Jules	Debra Williams	
Beverly Richardson	Clarence Brown	Tiffany Wilder	

Northern

Chester McNorton	Donald Tillman	Nereida Jackson	Annette Brown
Shelia Dixon	Constance Anderson	Evelyn Seabrook	Joseph Washington
David Rucker	Charles Harris, Jr.	Maureen Lewis	Charles Daymon

Southern

Kimberly Ross	Ruth A. Gay	Tracy Maloy	Terry Wellington
Annie Robinson	Annette Jones	Ty'Ree Matthews	N'Kosi Jones
Noemi Cruz	Bernice Lopez	Yvette Wingate	John Ash
Katie Clarke	Emma Malcolm	Barbara Grace	

Head Start/Early Head Start Policy Council

Peter Negron, Jr.	Brittni Patterson	Brady Roberts	Tonisha Davis
Nicola Brotherton	Brandi Ti'Elzra Walker	Michelle Coleman	Yolanda Robinson
Tony Taloute	Tyresha Marie Reynolds	Donna Gibson	**Alternates**
Cristella Gonzales	Josephine Howard	Amy Patterson	Katrina Bryant
Barbara Jean Aponte	Kevin Singletary	Joanne Saintelus	Tyeicha Cooper

ALPI Housing Development Board

Josephine Howard	Nathaniel Birdsong	Johnnie McNair	Elizabeth Scaife
Phillip Howard	Leola Lewis	Jacqueline Rentz	

Helping People. Changing Lives.

The Agricultural and Labor Program, Inc.

community **Action**
P A R T N E R S H I P
America's Poverty Fighting Network

REGIONAL GEOGRAPHIC TARGET AREAS
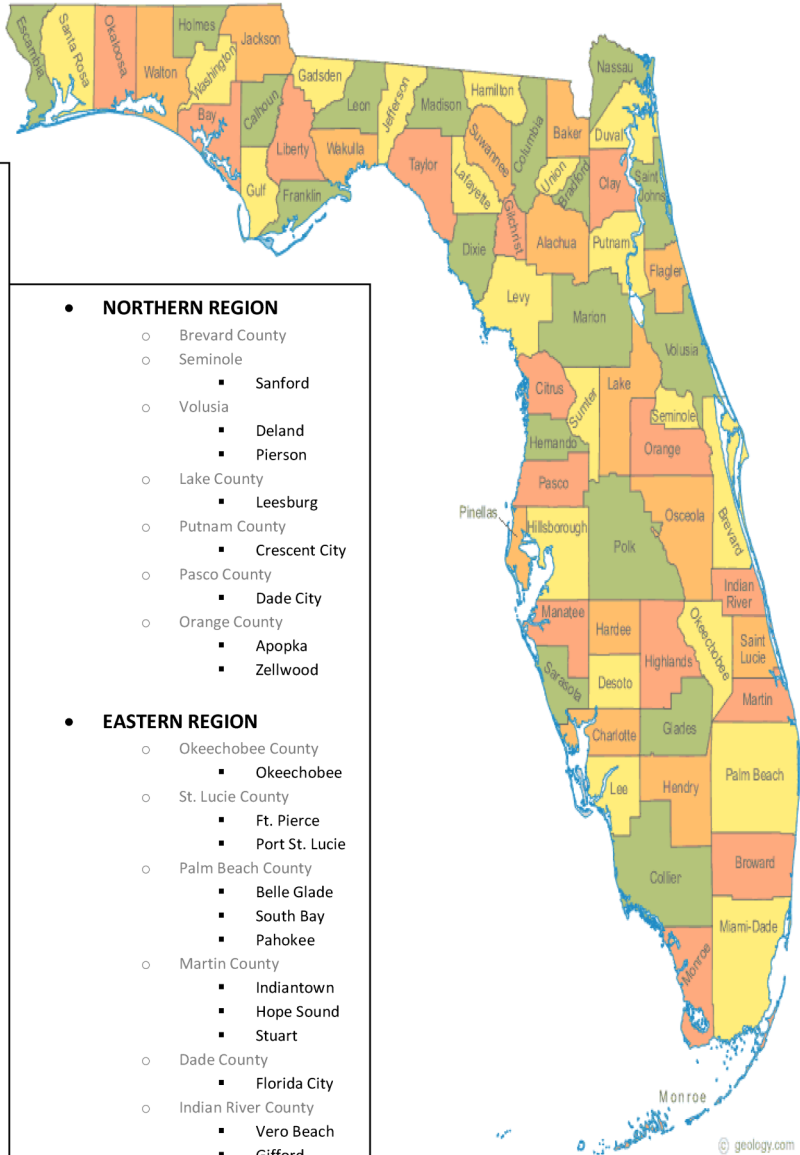
- **CENTRAL REGION**
  - North Osceola County
  - Hillsborough County
    - Dover
    - Ruskin
    - Wimauma
    - Plant City
  - North Polk County
    - Lakeland
    - Bartow
    - Lake Alfred
    - Auburndale
    - Winter Haven
    - Haines City
    - Mulberry
    - Polk City
    - Davenport
    - Bradley
    - Waverly
    - Poinciana
    - Juanita
    - Eagle Lake
    - Gordonville
    - Eloise
    - Gordon Heights
- **SOUTHERN REGION**
  - Highlands County
    - Avon Park
    - Sebring
    - Lake Placid
  - Southern Polk County
    - Lake Wales
    - Ft. Meade
    - Frostproof
  - Southern Osceola County
  - Hendry County
    - Labelle
    - Clewiston
  - Glades County
    - Moore Haven
  - Collier County
    - Immokalee
    - Naples
  - Hardee County
    - Wauchula
    - Bowling Green
    - Zolfo Springs

- **NORTHERN REGION**
  - Brevard County
  - Seminole
    - Sanford
  - Volusia
    - Deland
    - Pierson
  - Lake County
    - Leesburg
  - Putnam County
    - Crescent City
  - Pasco County
    - Dade City
  - Orange County
    - Apopka
    - Zellwood

- **EASTERN REGION**
  - Okeechobee County
    - Okeechobee
  - St. Lucie County
    - Ft. Pierce
    - Port St. Lucie
  - Palm Beach County
    - Belle Glade
    - South Bay
    - Pahokee
  - Martin County
    - Indiantown
    - Hope Sound
    - Stuart
  - Dade County
    - Florida City
  - Indian River County
    - Vero Beach
    - Gifford
    - Fellmere

January 2021

Locations

POLK COUNTY

Frostproof Child Development Center
701 Hopson Road
Frostproof, FL 33843

ST. LUCIE COUNTY

Lincoln Park Head Start Center
1400 Avenue M
Fort Pierce, FL 34950

Francina Duval Head Start Center
1035 South 27th Circle
Fort Pierce, FL 34950

G. W. Truitt Family Services Center
1814 North 13th Street
Fort Pierce, FL 34950

Garden Terrace Head Start Center
1110 North 32nd Street
Fort Pierce, FL 34950

Queen Townsend Head Start Center II
2202 Avenue Q
Ft. Pierce, FL 34950

ALPI Child Development and
Family Services Center
198 NW Marion Avenue
Port St. Lucie, FL 34983

CONTRACTED CENTERS - ST. LUCIE and POLK COUNTIES

Learning Tree Academy, Inc.
2808 Avenue D
Fort Pierce, FL 34947

Jumpstart Development Center
1068 Pine Avenue
Lake Wales, FL 33853

CONTRACTED CENTERS - MARTIN COUNTY

Dunbar Early Learning Center
12100 SE Lantana Avenue
Hobe Sound, FL 33455

Little Scholars Child Development Center, Inc.
2721 NW Mall Circle
Jensen Beach, FL 34957

YMCA Louis Dreyfus Citrus Branch
16451 SW Farm Road
Indiantown, FL 34956

Gertrude Walden Child Care Center, Inc.
601 SE Lake Street
Stuart, FL 34994

Hobe Sound Early Learning Center
11580 SE Gomez Avenue
Hobe Sound, FL 33455

Service Delivery Sites

The Community Services Block Grant (CSBG) Program is comprised of two components: the Family Self-Sufficiency Program (FSSP) and Emergency Services. Applicants may apply, through appointment only, for services at the following locations.

GLADES COUNTY

Glades County Community Development Dept.

Goodwill Industries of Southwest Florida

HENDRY COUNTY

Glades County Community Development Dept.

Goodwill Industries of Southwest Florida

HIGHLANDS COUNTY

Big Brothers/Big Sisters of the Sun Coast, Inc.

Avon Park Housing Authority

POLK COUNTY

Agricultural and Labor Program, Inc.

Boys and Girls Club of Lakeland, Inc.

Center for Independent Living

New Horizons Apartment Complex

Women's Resource Center

Family Fundamentals

Service Delivery Sites

The Low-Income Home Energy Assistance Program (LIHEAP) provides assistance through payment of electric bills on behalf of eligible households. A client can receive one home energy payment and crisis payment per year. Services are provided in six counties at the following locations.

COLLIER COUNTY

COFFO
Macedonia Baptist Church
Goodwill Industries
of Southwest Florida

HENDRY COUNTY
GLADES COUNTY

Goodwill Industries
of Southwest Florida

HIGHLANDS COUNTY

ALPI - Avon Park Office

MARTIN COUNTY

Jesus House of Hope
New Bethel AME
Port Salerno Church of God

POLK COUNTY

ALPI - Lake Alfred Corporate
Florence Villa CDC

ST. LUCIE COUNTY

In the Image of Christ, Inc.
Mustard Seed Ministries

Service Delivery Sites

COLLIER COUNTY

Collier County
Housing Authority
FCDP Immokalee
Technical College

MIAMI-DADE COUNTY

FCDP South Dade Skills Center

HILLSBOROUGH COUNTY

FCDP The Family Learning Center
RCMA Balm

MANATEE COUNTY

FCDP Manatee Adult, Career
and Technical Education

ORANGE COUNTY

Orange County School
District Westside Technical Center

PALM BEACH COUNTY

Farmworker Career Development

POLK COUNTY

Frostproof Care Center
FCDP East Area Adult School
Farmworker Ministry, Inc.
RCMA Mulberry

PUTNAM COUNTY

FCDP

ST. LUCIE COUNTY

FCDP Indian River State College

VOLUSIA COUNTY

ALPI Technical Education Center (ATEC)

Contact Information

LAKE ALFRED, FL

EXECUTIVE DEPARTMENT
P.O. Box 3126
Winter Haven, Florida 33885

863-956-3491
Arlene Dobison, CCAP, CEO

863-956-3491, x204
Maria Crespo, Executive Office Manager

ADMINISTRATION & OPERATIONS QUALITY CONTROL DIVISION

BUDGET & FINANCE
863-956-3491, x210
Dennis Gniewek, Director

HUMAN RESOURCES
863-956-3491, x202
Yolanda Garrett, SHRM-CP, Director

COMMUNITY SERVICES & ECONOMIC DEVELOPMENT DIVISION

863-956-3491, x212
Albert Miller, Deputy Director

LIHEAP/COMMUNITY SERVICES
863-956-3491, x224
Cheryl Burnham, Director

CSBG/ECONOMIC DEVELOPMENT
863-956-3491, x218
PaHoua Lee-Yang, Director

FORT PIERCE, FL

CHILD DEVELOPMENT & FAMILY SERVICES DIVISION
Eastern Region Administration Office
2202 Avenue Q
Ft. Pierce, FL 34950

863-956-3491, x215

HEAD START/EARLY HEAD START PROGRAM OPERATIONS
772-466-2631, x11
Myrna Rodriguez, Director

FROSTPROOF, FL

EARLY HEAD START PROGRAM OPERATIONS (Polk County)
701 Hopson Road
Frostproof, FL 33843

863-635-3396
Maria Guerrero, Director

www.alpi.org