Fulmont Community Action Agency, Inc.



2016 Annual Report 51st Anniversary

Post Office Box 835
Fonda, New York 12068
(518) 853-3011

www.fulmont.org

Fulmont Community Action Agency's 2016 Annual Report is dedicated to Board member

JACK WILSON

This year, our Annual Report is dedicated to long-time Board of Directors member Jack Wilson.

Jack has been a member of our Board for nearly 20 years. In that time, he has served as Board Chairperson, Vice Chairperson, Secretary, and Treasurer. Jack is the current Chair of the Human Resource and Nominating Committees, and a member of the Executive, Finance/Audit, and By-Law Committees. He has also served on the Head Start Governance Screening Committee as chair and on an ad hoc Three-Year Review Committee. Additionally, he has conducted numerous trainings for the Fulmont Board of Directors, as well as at state and national conferences. Jack also regularly attends Fulmont meetings, such as the annual Strategic Planning meeting and Head Start Self-Assessment.

Jack is very involved in his community as an active member of his church and local volunteer fire department. He was elected as Town of Johnstown Supervisor for the second time in November 2015 and has served as a long-time Town of Johnstown Councilman.

Jack's contributions to Fulmont have had a positive influence on many of the successes the agency has achieved. Also, he has been involved in many positive achievements locally through his numerous community involvements.

Congratulations to Jack for all that he has done for Fulmont and the Communities that we serve.



SUPPORTING THE COMMUNITY.

Belonging to a strong community counts to you and that counts to us.

That's why we support organizations that
build our community's future each and every day.



Thank You!





Working Together to Make a Difference in Our Community

Fulmont Community Action Agency, Inc. Would like to give Special Thanks to our Premier Corporate Underwriter

NBT Bank

For their continued support and dedication to our community.

We appreciate your generosity!



THANK YOU!

This year's Annual Dinner was made possible thanks to the following generous sponsors:

Premier Corporate Sponsor

NBT Bank

Primary Corporate Sponsors

St. Mary's Health Care

Beacon Insurance Agency Group, Inc.

Corporate Sponsors

Driscoll Foods

Derby Office Equipment, Inc.

Lou's Electric of Amsterdam, Inc.

Don's Electric & Plumbing, Inc.

Seely Conover's Office Centre

Rose & Kiernan, Inc.

EFPR Group, LLP

Brown Transportation





Customized Insurance Solutions

Beacon Insurance Agency Group Inc.

56 Main Street | Amsterdam, NY 12010 518.842.7000

beaconagencygroup.com

YOUR LOCAL INDEPENDENT FOODSERVICE DISTRIBUTOR



FAMILY OWNED SINCE 1971 AND NOW PROUDLY SERVING

NEW YORK'S CAPITAL REGION!

105 Quist Road • Amsterdam, NY 12010

Toll Free: 1-844-297-1900

Local: 518-770-1900

www.driscollfoods.com

Whether you need a copier, fax machine, office furniture, or supplies, they are all available through Derby Office Equipment.

As a leading regional distributor since 1962, we offer full support in the sales, service, rental and leasing of office equipment. We are an authorized dealer for several leading manufacturers.

Phone: 518-725-9816

Fax: 518-773-3032

service@derbycopiers.com

GENERAC®

842-6372

bus kain an Aircontioning





Don's Electric & Plumbing, Inc.

Serving Fulton and Montgomery Counties

Electric - Plumbing - HVAC

24/7 Service

Fully Licensed and Insured

Free Estimates

"For all your electrical and plumbing needs."



55 Church Street
Canajoharie, New York 13317
518-673-2222

Seely Conover's Office Centre

333 West Main Street
Amsterdam, NY 12010
Phone 842-1720 Fax 842-5643

www.seelyconover.com

Office Supplies, Furniture, Copiers,
Printers, Packaging, Janitorial &
Food Service Supplies

Serving & supporting the area since 1879







Our community involvement is local...

Our insurance protection is global.



Serving communities throughout New York and Connecticut...

Protecting clients around the world.

Rose & Kiernan, Inc.

99 Troy Road East Greenbush, New York 800 242 4433 518 244 4245 Fax 518 244 4262

Offices located in Beacon/East Greenbush/ Glens Falls/Kingston/Plattsburgh/ Port Henry/Poughkeepsie/Potsdam/Rochester/ Vestal/Watertown, NY and Danbury, CT

Visit our website@www.rkinsurance.com



Quality Service through Dedicated Involvement and Personal Attention



Proud Supporter of



Douglas E. Zimmerman, CPA

Managing Director

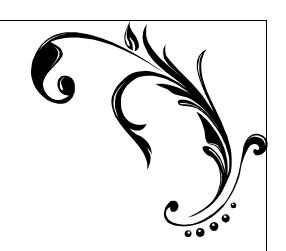
dzimmerman@efprgroup.com

6390 Main Street, Suite 200 Williamsville, New York 14221 www.efprgroup.com (716) 634-0700



Fulmont Community Action Agency, Inc.

In Recognition of
Outstanding Service and
Commitment to the Community



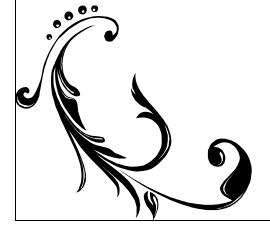
Richard Ottalagano

Is Awarded the Nineteenth Annual
Anthony C. Buanno Community Action Award
And

Geraldine "Gerry" Maring

Is Awarded the Nineteenth Annual

John G. Boshart Community Action Award



Presented by the Fulmont

Board of Directors and Staff

October 3, 2016

Printer's Ad

Certificate of Incorporation of the Fulmont Community Action Agency, Inc. Pursuant to Membership Corporation Law



The original Certificate of Incorporation of the Fulmont Community Action Agency, Inc. was signed on October 25, 1965.



The original Board of Directors and signers of the Certificate of Incorporation were:

Roy A. Ward

Samuel H. Anderson

Isadore Wilner

Gene L. Catena

Lewis D. Sandy

John J. Keane, Executive Director



The Certificate was approved on November 26, 1965

By Felix J. Aulisi, Justice of the Supreme Court.

It was received by John Phinezo for the

State of New York on December 1, 1965.

Fulmont Community Action Agency, Inc.

"Helping People. Changing Lives."

Officers

Mark Ford Chairperson

Linda Frederick Vice Chairperson

Monique Simons Secretary

Ellen Anadio Treasurer

Executive Director

Chief Executive Officer

Denis E. Wilson, Sr.

Deputy Executive Director

Chief Administrative Officer

Ann Black

Associate Deputy Director

Chief Operating Officer

Marianne Suchocki

Finance Director

Chief Financial Officer

Patrick Martin, CPA

Senior Staff

Donna Ward Human Resources Director

Peter Hansen Energy Services Director

Stella Zanella WIC Director

Michelle Masi-Sitterly ECS Associate Director

Katrina Maas ECS Education Director

Administration

Bobbi Kennedy Senior Accountant

Kate Frank Executive Secretary

Fulmont Community Action Agency, Inc. <u>Board of Directors</u>

Peter Ackerbauer Tina Corso

Ellen Anadio Monique Simons

Melissa Schaufelberg Damaris Carbone

Terry Bieniek Megan Pollock

Thomas Quackenbush Peter Vroman

Dr. Mohammed Baghaei-Rad Richard Handy

Mark Ford Jerri Cortese

Sandra Savage Grace Eglin

Jack Wilson Linda Frederick

Christina Ramos Michael Kayes

Rev. Bonnie Orth Ruey Schell

Sharon Ottalagano Laurence Zuckerman, CPA

Susan Kilmartin Jeremy Spraggs

Anne Nickloy

Cynthia S. Lakata

James Groff

Eric Mead

Sheriff Richard Giardino

John Duchessi

EMERITUS

Hugh Carville

Director - POLICY COUNCIL WIC Executive Secretary FULMONT COMMUNITY ACTION AGENCY, INC. Services Director Energy ORGANIZATIONAL CHART Childhood Associate Services Director Chief Executive Officer— CEO Early BOARD OF DIRECTORS EXECUTIVE DIRECTOR Chief Administrative Officer-DEPUTY EXECUTIVE Chief Operating Officer-**DEPUTY DIRECTOR** ASSOCIATE DIRECTOR 000 CAO Education Director Childhood Services Early Community Services Manager ADVISORY COUNCILS FISCAL DIRECTOR Human Resources Transportation Director CFO Senior

Message from the Outgoing Board Chair

I would like to take a moment to thank all that have been a part of my journey as Chair of the Board for Fulmont Community Action Agency. It has been an amazing time. I am always in awe of just how much goes on in one month. The entire staff is made up of selfless people who go above and beyond to help their neighbors. The amount of detail that goes into the day-to-day operations is amazing.

I will be handing off my current position while looking forward to the future of the agency. I know that it will be in good hands and that the agency is on the road to wonderful success as it has been.

Thank you all for making Fulmont the wonderful organization that it is.

Melissa Schaufelberg, Board Chair

"Helping People. Changing Lives."

This is the motto for Community Action nationwide.

This year, I would like to share some examples of how Fulmont is true to that motto as we strive to accomplish our mission which reflects this philosophy.

Our goal when providing services is to help families and individuals work through their hardships, realize stability in their lives, and, over time, achieve self-sufficiency. Time and time again we accomplish that goal, as the statistics in any of our programs would prove.

Statistics provided to our funding sources do prove our outcomes, but they can also prove to be "just numbers" that do not really "tell the story". So, this year, I would like to cite just a few examples that will provide a clearer view of our success. In helping people to achieve self-sufficiency, we really do change their lives.

- * A young mother came into one of our WIC clinics. She had recently experienced a tragedy which forced her to seek assistance for her family, and, having no prior experience receiving services, she had no idea where to start. Our WIC Director and Administrative Manager immediately set her up with WIC services and contacted NY State of Health Marketplace for health insurance. The client was approved for Medicaid for her child within two days. She was also referred to the Supplemental Nutrition Assistance program. As a result of the help she received, her family situation was stabilized.
- * A single father visited one of our Community Services Outreach Centers in hopes of obtaining health insurance for his sons. He was able to receive insurance and also accessed other services, including food and emergency clothing, holiday assistance and school supplies, and tax preparation assistance through the VITA Program. He also worked with Agency staff on learning to budget. He was ultimately able to budget his weekly earnings and even open a savings account in order to avoid future financial emergencies.
- * Our Energy Services Department recently completed work on 18 buildings for the Amsterdam Housing Authority. Each of those buildings, 70 units in total, received Weatherization and EmPower NY services, including the conversion of existing electric hot water heaters to natural gas. Four units with existing electric furnaces were converted to new, more energy-efficient natural gas furnaces through the National Grid-sponsored conversion program. These improvements will lead to lower energy bills and safer homes for the economically-disadvantaged families who live there.
- * A child enrolled in the Head Start Program was so shy she refused to communicate with the teaching staff. She refused to eat, drink, or interact with her peers. Through intense intervention, by the end of the school year, this child began to eat meals with her classmates and began to play with them throughout the day.

- * At one of our Head Start sites, there was a child who spoke no English when she began programming. Each morning she came off the bus crying because she was unable to communicate with staff or her peers. Bi-lingual Head Start staff members were able to help this student become more comfortable at school and, by the end of the year she was speaking fluent English. She left Head Start more confident and prepared to enter kindergarten.
- * A single father applied to the Wheels For Work program with hopes of securing transportation to maintain his full-time job in Albany and to be able to transport his son to any needed medical appointments. Prior to receiving a vehicle through the program, he was taking a bus to work from Johnstown to Albany. He successfully completed the program, attending every family development appointment, maintaining full-time employment, and keeping his vehicle maintained as required by the program. Thanks to the Wheels for Work Program, he was able to maintain his job in Albany and was even able to attend all of his son's sporting events.
- * By utilizing our Senior Transportation Program, senior Fulton County residents are able to travel independently to medical appointments, local social programs, and to run errands such as grocery shopping and banking. Maintaining this freedom of movement allows these individuals, who might otherwise be dependent on others for fulfilling their basic needs, to remain self-sufficient.

The families and individuals described in these 'success stories' are just a few of those Fulmont has been able to help. Year after year we've worked with the economically-disadvantaged in our own communities, watching them rise above the obstacles they've been confronted with and utilize their own strengths to accomplish their goals.

I am proud of this agency and the work that we do, and I couldn't be more proud to be Fulmont's Executive Director.

Executive Director

Demo E. Wilson, Sr.

Fulmont Community Action Agency, Inc.

Departments

Early Childhood Services (Head Start, Universal Pre-Kindergarten) is a comprehensive child development program that is geared to meet the emotional, social, health, nutritional, and psychological needs of 3-5 year old children from low-income families.

Energy Services (Weatherization, EmPower NY) is a program that assists income eligible families to combat the high cost of home energy through the installation of approved Department of Energy measures and techniques. These measures include the testing of heating systems and the addition of health and safety equipment, such as smoke detectors.

The WIC (Women, Infants, and Children) Program provides food supplements, nutrition counseling, and education to women, infants, and children up to five years of age.

The Community Services Department assists income eligible families and individuals in several different areas. These include emergency food pantries, EFS (providing assistance with fuel/utilities and rent/mortgage emergencies), Volunteer Income Tax Assistance (VITA—free income tax preparation), Coats for Kids and emergency clothing free of charge to low-income families or individuals in need. Community Services also offers the Family Development Program, a comprehensive care coordination and support system for families wishing to become self-reliant.

Wheels for Work is a program which provides vehicles or vehicle repairs to eligible individuals, allowing them to maintain or obtain employment.

Senior Transportation provides door-to-door transportation service to elderly Fulton County residents who cannot access public transportation.

Fulmont Community Action Agency, Inc. Early Childhood Services Marianne Suchocki, Director

The Early Childhood Services program has served the children and families of Fulton and Montgomery Counties for many years. The program is dedicated to promoting the physical, emotional, and educational development of every child enrolled, while keeping in mind the parent is the primary educator.

For the funding year 2015-2016, the Early Childhood Services program received \$2,337,814 in federal funding to provide Head Start services in Fulton and Montgomery Counties, which is the exact funding we received the prior fiscal year. Fulmont expended the total amount to operate the Grantee locations and provide staff with training and technical assistance throughout the program year. Fulmont received \$199,557.57 from the Child and Adult Care Food Program to provide healthy meals for our enrolled children. Additionally, we received \$320,979 from the Greater Amsterdam School District to provide Universal Pre-Kindergarten services for 80 children, \$213,172.16 to provide Universal Pre-Kindergarten Services to 54 children within the Gloversville Enlarged School District, and \$11,905 from the Canajoharie School District to provide Universal Pre-Kindergarten Services to three children. The community provided our agency with \$1,035,533 of In-kind services for the program year.

For the current funding year 2016-2017, Fulmont will receive \$2,379,374 in federal funding, which is an increase of \$41,560 from last fiscal year due to a cost of living increase. We will continue to receive funding from the Child and Adult Care Food Program in the amount of \$199,600. We have also renewed our contract with the Greater Amsterdam School District and will continue to provide Universal Pre-Kindergarten to 80 children for a contract amount of \$326,400 and provide 28 three-year-olds with Universal Pre-Kindergarten programming for a contract amount of \$109,200. We will also provide Universal Pre-Kindergarten Services to 54 children within the Gloversville Enlarged School District for a contract amount of \$172,800 and Universal Pre-Kindergarten services to 3 children within the Canajoharie School District for a contract amount of \$11,905. Furthermore, we have projected that our program will receive \$584,454 of In-kind services throughout the next fiscal year.

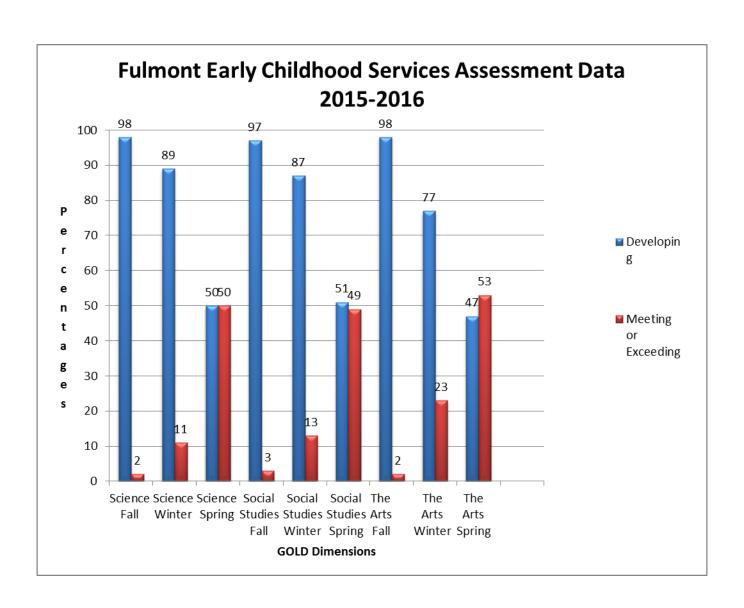
During the funding year of 2015-2016, our Head Start programs served 322 children from 311 families. Our program maintained full enrollment each month. Ninety-four percent of the children served were from income eligible families, and six percent of the families served were over income. One hundred percent of our children enrolled received medical exams, and 94 percent of our children enrolled received dental exams, with the other six percent parents refused service. Throughout the year our families are invited to attend many parent involvement activities, including parenting classes, GED preparation classes, behavior management training, and child development training, as well as many on-site activities that allow parents opportunities to be involved in their child's education. Our program also offers opportunities to parents to attend transition activities with their child's respective school district.

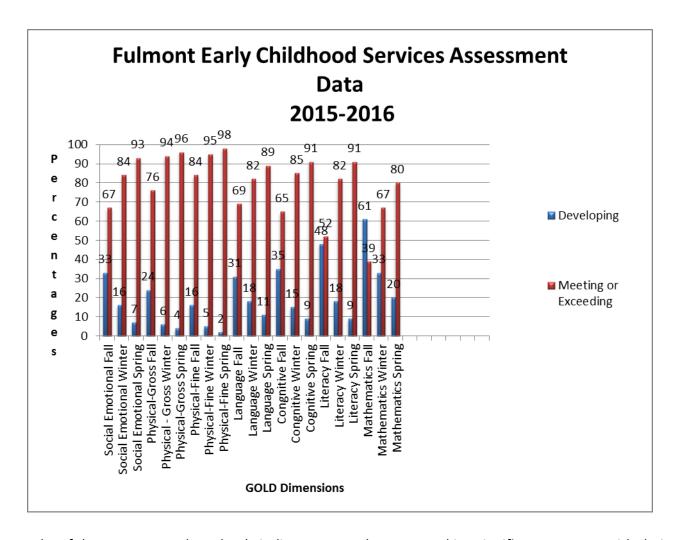
The agency's independent audit firm, EFPR Group, LLP, also conducted an annual agency-wide audit, and it was determined there were no findings; Fulmont has been determined to be a low risk auditee. EFPR Group, LLP has issued an unqualified opinion on Fulmont's financial statements as well as compliance with the major federal award programs we operate.

During the 2015-2016 school year our program opened a location within the Fort Plain School District that serves sixteen children. We moved our Oppenheim-Ephratah-St. Johnsville location to the Oppenheim-Ephratah-St. Johnsville Elementary School on Route 29 in St. Johnsville. We also moved our Fonda-Fultonville classroom to the elementary wing of the Fonda-Fultonville Central School District. In addition, we successfully completed a Comprehensive Services/School Readiness and Fiscal Integrity/ERSEA Federal Review without findings.

In September 2016, our program expanded our community collaboration with the Greater Amsterdam School District to provide twenty-eight three-year-olds with full day programming. Additionally, we moved our Oppenheim-Ephratah-St. Johnsville location back to 61 Monroe Street in St. Johnsville.

For the 2015-2016 program year, our teaching staff worked extremely hard to ensure our students were making academic progress throughout the year and learning the skills they will need to enter kindergarten. Below are the results of our comprehensive assessment data.





The results of the assessment data clearly indicate our students are making significant progress with their school readiness goals throughout the year. Our School Readiness Leadership Team has developed strategic goals to continue our students' growth for the upcoming school year.

The Early Childhood Services Department continues to provide a program of excellence for our community. With the efforts of our parents, Board of Directors, Policy Council, community members, and staff, I am confident we will continue to make a difference in the lives of the children and families we serve.

Fulmont Community Action Agency, Inc. Energy Services Annual Report—2016 Peter Hansen Director

For 2016, the Energy Services Department has contracted with NYS Homes and Community Renewal (NYSHCR) to weatherize 82 homes in Fulton and Montgomery Counties from April 1, 2016 to March 31, 2017. For the contract year 2015, we were contracted to weatherize 78 homes. In all, 86 units were weatherized. Weatherization services include: air sealing to reduce drafts and heat loss, insulation of attics and walls, furnace and water heating repairs and improvements, water-saving devices for faucets and showers, lighting and refrigerator improvements, smoke and carbon monoxide detectors, window and door improvements and repairs, and even ventilation improvements to improve air quality and help remove unwanted moisture.

We have signed a contract with New York State Energy Research and Development Authority (NYSERDA) to continue to reduce the electric burden for qualified customers through the Empower NY Program.

Additionally, we have signed a Memorandum of Understanding (MOU) with the Gloversville Community Development Agency (GCDA) to include weatherization services along with their rehabilitation services to 12 income qualifying GCDA customers within GCDA target zone of Gloversville. This agreement is in effect from August 17, 2016 to August 17, 2018.

We have also contracted with NYSERDA to conduct eight Energy Reduction Workshops from September 1, 2016 to December 31, 2018. These workshops not only help educate the public on conservation measures, but also help "get the word out" about other weatherization activities and opportunities. These workshops are conducted at designated locations, such as local libraries, churches, and other community gathering locations in Fulton and Montgomery Counties.

Energy Services is also working along with National Grid to provide heating system conversions to HEAP eligible customers currently heating with oil, kerosene, propane, or electric that has natural gas piping available at their location.

Energy Services Staff

Peter Hansen – Energy Services Director James Kelty – Building Analyst Elizabeth McNeely – Clerk Jeffery Wojcik – Building Trades Laborer Cassandra Kelso – Administrative Assistant Al Nadler – Building Analyst Eric Walters – Crew Leader Mark Powers – Building Trades Laborer

Annual Report

WIC

Stella M Zanella, WIC Program Director

WIC is the Special Supplemental Nutrition Program for Women, Infants and Children. WIC is a federally-funded program which is designed to provide services to low-income pregnant, postpartum, and breastfeeding women, infants, and children up to five (5) years of age who are at health or nutritional risk. The WIC Program provides nutrition education, breastfeeding promotion and support, and appropriate referrals to address the WIC participant's needs. The program prescribes and pays for nutritious foods to supplement the diet of our WIC participants. They obtain their food by redeeming food checks for specific items at local grocery stores. Congratulations to Fulmont Community Action Agency, Inc. for 51 years of serving the community and for administering the WIC Program for the past 38 years. WIC has proven to be a cost- effective program and has existed for more than 40 years.

Nutrition Education and counseling are the WIC services that help our participants develop positive changes in their knowledge, attitude, and behavior about food consumption. Creating an inviting clinic environment, friendly atmosphere, and facilitating an excellent consumer service for families makes this learning process easier and more fun for participants. Whether it is the Program Director Stella M. Zanella, Administrative Manager Linda Matousek, Nutritionist Coordinator Suzanne Wildove, Nutritionists Samantha Kuhne and Karalin Kessler, Nutrition Assistants Jane Croucher and Yaitssa Reyes, or Clerk Vanessa Ryder, everyone in WIC has a deep understanding of participant-centered nutrition education and breastfeeding support.

The Fulmont WIC staff work together as a team to continue providing excellent service and referrals to more than 2,600 WIC participants to enhance their nutrition and health and to assist them with needed support from community services, and to build up exceptional relationships with community partners.

In 2016:

- Fulmont Community Action Agency, Inc. was awarded the Request for Application (RFA) to administer the WIC Program for an additional five (5) years.
- Fulmont WIC was selected by USDA for a NYSDOH WIC Audit. USDA Auditors complemented Fulmont WIC for the excellent job we did in providing service to our WIC Participants.
- WIC Staff attended the 2016 WIC Annual Conference in Niagara Falls.
- On August 3rd, Fulmont WIC along with Nathan Littauer Hospital hosted a breastfeeding celebration for Breastfeeding Moms at the hospital.
- WIC Staff participated in local health and community service events.
- WIC Staff attended all NYS Department of Health Trainings.
- NYS Department of Health conducted their annual Local Agency Compliance & Self-Assessment Review; Fulmont WIC did an excellent job.
- WIC Nutritionists provided a hands on Nutrition presentation to Head Start Children during the month of September.

Our goal remains the same: "to improve the health status of the eligible population (pregnant, postpartum, breastfeeding women, infants, and children) through the provision of nutritious foods, nutrition/health education and linkage with health and human services". These goals could not be achieved without the hard work and dedication of the WIC Staff.

COMMUNITY SERVICES PROGRAM

ANN BLACK, DEPUTY EXECUTIVE DIRECTOR

ANNUAL REPORT

SEPTEMBER 1ST 2015 THROUGH AUGUST 31ST, 2016

We have experienced both rewarding and challenging times throughout the years and this fiscal year was no exception.

FAMILY DEVELOPMENT CREDENTIAL- We are in the process of planning to start another Family Development Credentialing class. Our former FDC Instructor has retired and Aimee Kollar, our Community Services Manger, is going to Ithaca to receive instruction to become a certified FDC Facilitator/Instructor. Vanessa Carey, our Northville Center Coordinator, will be her classroom assistant.

TRANSPORTATION INITIATIVE

WHEELS FOR WORK- We have the anticipated \$20,625 in each county with the rollover of funds from the previous contracts. During this period 22 individuals were assisted through this program in order to ensure the securing of employment or to maintain their current employment. All 12 participants who received vehicles from the previous contract had successfully completed the program with one exception. The current contracts run through December 31, 2016 in Montgomery County and November 30th, 2016 in Fulton County. There were five who received vehicles and five individuals who received repairs. All participants attended a Life Skills program which included budgeting, basic auto maintenance instruction, and insurance smarts. The five individuals who received vehicles were required to take a defensive driving course and are currently attending monthly meetings with a Case Manager to ensure program requirements are being met and to work on both long- and short-term goals using the Family Development Model. Many thanks to Aimee Kollar, Community Services Manager, for her efforts to achieve our program goals and to our partners Mr. Car Smart, R&D Motors, Macek's Service Station, and Kinowski Insurance who participated in our Life Skills program, and last, but not least, many thanks to both the Montgomery and Fulton DSS Commissioners, Michael McMahon and Sheryda Cooper, respectively, for their support in funding this program.

EMERGENCY FOOD AND SHELTER PROGRAM- We did receive a regular allocation in Montgomery County and a State Set-Aside allocation in Fulton County. In both counties combined there was \$20,980 allocated. In the area of rent/mortgage, there was \$6,197 expended to assist 13 families with one month's portion of overdue rent/mortgage in order to avoid eviction. In the area of utilities/fuel, \$3,530.07 was expended to assist 21 families prevent utility shut-off or lack of an adequate fuel supply. Finally, in the area of other food, \$10,843.93 of our allocation was expended to purchase food to stock four of our food pantries which provided 847 households with 7,668 meals.

ADVISORY COUNCILS- We are so very fortunate to have a group of dedicated individuals serving on our Advisory Councils. These persons donate their time and expertise to the agency and their respective communities. They provide valuable input and resources to bring the agency's mission and specially deemed projects to fruition. Many thanks to each and every one of them. We couldn't manage without you.

VOLUNTEERS AND COMMUNITY PARTNERS- We are thankful for the wonderful partnerships and support we receive throughout the year. We have received generous donations from the Village of Northville, Tops Market of Northville, Lexington Center, Amsterdam Wal-Mart, and the Amsterdam and Northville Rotary Clubs. Special thanks to the entire Montgomery County Board of Supervisors; Greg Gottung; the Amsterdam, Gloversville, Fonda, Canajoharie, Dolgeville, Fort Plain, and St. Johnsville School Districts; Fonda-Fultonville Reformed Church; St. Francis of Assisi Church in Northville; and the Northville Presbyterian Women. Special thanks to members of the VITA (Volunteer Income Tax

Assistance) Coalition, especially Mr. Richard Ottalagano who passed away in February 2015 and who had originally initiated and donated many hours of his time, expertise, and resources to this worthwhile project. He is greatly missed, along with Gerry Maring, another irreplaceable agency volunteer who served the agency for many years and passed away last November. Many thanks to Kathy McNulty from the IRS who has provided on-going support and technical assistance, and to Fulton-Montgomery Community College and Lawrence Zuckerman for the provision of tax law instruction and training facilities. Special thanks to Evelyn Leach who has volunteered many hours preparing taxes at both our Gloversville and Northville sites. Many thanks to Kate Frank who provided Taxwise instruction and to both her and Pat Gardner for donating their time to prepare taxes at an additional site in Gloversville. We could not have accomplished nearly as many returns without all of you. Many thanks to NBT Bank for providing financial assistance for this impactful project. And last but not least, many thanks to the individuals who volunteer their time to assist outreach center staff with projects/programs. Your support is invaluable.

PROGRAM FUNDING AND SUPPORT- Back-to-School Initiative Grants-We had the opportunity to apply for a discretionary grant in both counties totaling \$24,500 per county to purchase school supplies, fund equipment, books, etc. for extra curricular academic or athletic activities, purchase personal hygiene items, and healthy breakfast foods. Nutrition education activities will be conducted in the Head Start classrooms. In addition to receiving a small increase in our allocation, we have been through an ACROS review conducted by the Department of State and received a 100% rating. We are very proud of the standards the agency maintains. We continue to receive valuable guidance, support, and grant opportunities from our funders. Thank you Veronica Cruz, Director of Community Services, NYS Department of State; Annette Marchese, NYS Community Services Assistant Director; Tim Brogin, Contract Manager of the NYS Division of Community Services; Craig Howard, our Community Services Fiscal Representative; and Ms. Becky Parsons and Clenard Killikelly, our former and current Department of State Field Analysts.

And finally, many thanks to Denis E. Wilson, Sr., our Executive Director for 20 years of outstanding leadership and to the Community Services Staff for their dedication to providing quality service to our customers. They are:

Aimee Kollar, Community Services Manager
Alea Fraczek, Community Services Coordinator
Vanessa Carey, Northville Center Coordinator
Juana Huertas, Amsterdam Center Coordinator
Patricia Gardner, Fort Plain Center Coordinator
Francheskah Anderson, Gloversville Center Coordinator
Melissa Rockwell, Community Services Program Assistant

COMMUNITY SERVICES DEPARTMENT ANNUAL REPORT

July 1, 2015 through June 30, 2016

AMSTERDAM OUTREACH CENTER

The Amsterdam Outreach Center is located on the lower level of the Riverfront Center in Amsterdam, New York. Total # of food items distributed: 6,579 (6,539 food pantry, 40 baked goods). Total # of clothing items distributed: 866. Total # of personal care items distributed: 16. Total amount of tax returns prepared: Federal \$203,065; State \$50,873; EIC \$89,207.

Application intake and assistance, as well as on-site services, were provided to the following:

	Families	People
EMERGENCY SERVICES		
Food Pantry	303	847
Baked Goods	20	61
Emergency Clothing	127	367
Personal Care Items	4	11
HEAP	473	1310
FEMA Utility	1	1
FEMA Rental	3	6
Coats for Kids	12	42
EMPLOYMENT SUPPORTS		
Job Search	2	5
OTHER SERVICES		
Tax Preparation	134	213
Family Development	8	30
School Supplies	7	35
Holiday Baskets	73	189

<u>Presentations:</u> Public Health- Lead Testing, Legal Aid- Supplemental Nutrition Assistance Program (SNAP), Fidelis— Health Insurance, Southern Adirondack Independent Living (SAIL)- Health Insurance Assistance Programs

GLOVERSVILLE OUTREACH CENTER

The Gloversville Outreach Center is located at 53 Church Street in Gloversville, New York. Total # of food items distributed: 10,604 (10,601 food pantry, 3 baked goods). Total # of clothing items distributed: 1,967. Total # of household items distributed: 113. Total # of personal care items distributed: 147. Total amount of tax returns prepared: Federal \$136,216; State \$35,690; EIC \$50,880.

Application intake and assistance, as well as on-site services, were provided to the following:

	Families	People
EMERGENCY SERVICES		
Food Pantry	520	1,105
Baked Goods	3	4
Emergency Clothing	140	324
Household Items	14	23
Personal Care Items	22	48
FEMA Utility	12	29
FEMA Rental	8	14
Beneficiary Funds	1	1
Coats for Kids	7	23
EMPLOYMENT SUPPORTS		
Job Search	7	17
Resume Writing	3	9
OTHER SERVICES		
Tax Preparation	131	188
Family Development	6	22
School Supplies	10	31
Head Start	21	82
Holiday Baskets	31	70
Toys for Tots	6	26

<u>Presentations:</u> Centro Civico- HIV Prevention, Red Ribbon Needle Recovery Program, Project Needle Smart, United Health Care- Medical Insurance Plans, Southern Adirondack Independent Living (SAIL)-Health Insurance Assistance Programs, Advocacy Programs, Life Skills, Family Assistance, Fulton County Public Health- Health and Nutrition, SUNY Oneonta Interns- Nutrition and Healthy Eating, Family Counseling- Domestic Violence, Behavioral Health, Child Services, Publications, Legal Aid- Nutrition, Supplemental Nutrition Assistance Program (SNAP)

NORTHVILLE OUTREACH CENTER

The Northville Outreach Center is located at 511 Bridge Street in Northville, New York. Total # of food items distributed: 2,931. Total # of clothing items distributed: 1,050. Total # of household items distributed: 99. Total # of personal care items distributed: 102. Total amount of tax returns prepared: Federal \$199,316; State \$49,123; EIC \$71,526.

Application intake and assistance, as well as on-site services, were provided to the following:

	Families	People
EMERGENCY SERVICES		
Food Pantry	126	291
Emergency Clothing	68	175
Household Items	16	32
Personal Care Items	20	42
FEMA Utility	3	6
FEMA Rental	1	7
EMPLOYMENT SUPPORTS		
Resume Writing	1	2
OTHER SERVICES		
Tax Preparation	121	191
Family Development	1	5
School Supplies	13	50
Holiday Baskets	23	67
Christmas Gifts	13	50

Presentations: Southern Adirondack Independent Living (SAIL)- Health Insurance Assistance Programs

FONDA OUTREACH CENTER

The Fonda Outreach Center is located in the Montgomery County Annex Building in Fonda, New York. Total # of food items distributed: 1,943. Total # of personal care items distributed: 61. Total amount of tax returns prepared: Federal \$67,014; State \$15,775; EIC \$15,521.

Application intake and assistance, as well as on-site services, were provided to the following:

	Families	People
EMERGENCY SERVICES		
Food Pantry	74	181
Personal Care Items	14	22
HEAP	138	386
FEMA Utility	4	12
OTHER SERVICES		
Tax Preparation	53	82
Family Development	2	5
Holiday Baskets	9	35

Presentations: N/A

FORT PLAIN OUTREACH CENTER

The Fort Plain Outreach Center is located at 200 Canal Street in Fort Plain, New York. Total # of food items distributed: 13,268 (12,230 food pantry, 1,038 baked goods). Total # of household items: 91. Total # of personal care items: 67. Total amount of tax returns prepared: Federal \$129,946; State \$34,689; EIC \$61,153.

Application intake and assistance, as well as on-site services, were provided to the following:

	Families	People
EMERGENCY SERVICES		
Food Pantry	508	1,180
Baked Goods	364	969
Household Items	17	34
Personal Care Items	14	33
HEAP	342	1,015
FEMA Utility	18	53
FEMA Rental	4	11
Coats for Kids	2	10
EMPLOYMENT SUPPORTS		
Job Search	12	29
Resume Writing	4	9
OTHER SERVICES		
Tax Preparation	97	158
Family Development	4	15
School Supplies	20	87
Holiday Baskets	150	431
Scholarships	2	10

<u>Presentations:</u> Legal Aid—Supplemental Nutrition Assistance Program (SNAP), Montgomery County Public Health- Lead Screening and Immunizations, Catholic Charities- Smoking Cessation, Fidelis- Health Insurance, Price Chopper Pharmacy- Blood Pressure Screenings

TOTALS FOR ALL CENTERS

Total # of food items distributed: 35,325 (34,244 food pantry, 1,081 baked goods). Total # of clothing items distributed: 3,883. Total # of household items distributed: 303. Total # of personal care items distributed: 393. Total amount of tax returns prepared: Federal \$735,557; State \$186,150; EIC \$291,287.

Application intake and assistance, as well as on-site services, were provided to the following:

	Families	People
EMERGENCY SERVICES		
Food Pantry	1,531	3,604
Baked Goods	387	1,034
Emergency Clothing	335	866
Household Items	47	91
Personal Care Items	74	156
HEAP	953	2,711
FEMA Utility	38	101
FEMA Rental	16	38
Beneficiary Funds	1	1
Coats for Kids	21	75
EMPLOYMENT SUPPORTS		
Job Search	22	56
Resume Writing	9	25
OTHER SERVICES		
Tax Preparation	536	832
Family Development	21	77
School Supplies	50	203
Holiday Baskets	268	750
Scholarships	2	10
Head Start	21	82
Christmas Gifts	13	50

FULTON COUNTY SENIOR TRANSPORTATION

ANNUAL REPORT

2015-2016

Fulmont Community Action Agency, Inc. is the subcontractor for the Fulton County Office for the Aging's Senior Transportation Program.

The System provides limited, on-demand services for seniors (60 years of age or older) who live in Fulton County.

Participants may shop, do banking, complete personal errands, visit family at local residential healthcare facilities, attend senior meal sites, and travel to and from Social Adult Day Programs. The System will also fulfill other requests that fit into the schedule. Transportation is available Monday through Friday.

The Senior Transportation Program uses two 2010 Ford 18-passenger buses, each including two wheelchair bays.

The following is a summary of the activities for the program year, August 1, 2015 through July 31, 2016:

Miles Traveled: 49,300

Seniors Transported: 7,004 (Duplicated Count)

Wheelchair Transports: 495 (Duplicated Count)

Total Units: 8,877

Staff

Dennis M. Thompson, Driver

Ronald Colasanti, Driver

Michael LaBadia, Driver

Randall Cannell, Driver

Bonita Sweet, Driver

Andrea Fettinger, Director, Fulton County Office for the Aging

Donna Ward, Human Resources Director, Fulmont

Denis E. Wilson, Sr., Executive Director, Fulmont



6390 Main Street, Suite 200 Williamsville, NY 14221

INDEPENDENT AUDITORS' REPORT

P 716.634.0700

TF 800.546.7556

F 716.634.0764

w EFPRgroup.com

The Board of Directors
Fulmont Community Action Agency, Inc.:

Report on the Financial Statements

We have audited the accompanying financial statements of Fulmont Community Action Agency, Inc. (the Agency) (a nonprofit organization) which comprise the statements of financial position as of September 30, 2015 and 2014, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Agency's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Fulmont Community Action Agency, Inc. as of September 30, 2015 and 2014, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the Untied States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated January 26, 2016, on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> in considering the Agency's internal control over financial reporting and compliance.

EFPR Group, CPAS, PLLC

(Formerly Toski & Co., CPAs, P.C.)

Williamsville, New York January 26, 2016



6390 Main Street, Suite 200 Williamsville, NY 14221

P 716.634.0700

TF 800.546.7556

F 716.634.0764

w EFPRgroup.com

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Board of Directors
Fulmont Community Action Agency, Inc.:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in <u>Government Auditing Standards</u> issued by the Comptroller General of the United States, the financial statements of Fulmont Community Action Agency, Inc. (the Agency) (a nonprofit organization), which comprise the statement of financial position as of September 30, 2015 and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to financial statements, and have issued our report thereon dated January 26, 2016.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Agency's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under <u>Government Auditing Standards</u>.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Agency's internal control or on compliance. This report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> in considering the Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

EFPR Group, CPAS, PLIC

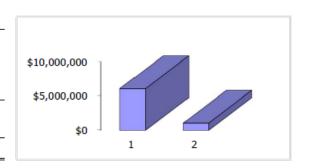
Williamsville, New York January 26, 2016

FISCAL REPORT

SOURCES AND USE OF FUNDS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2015

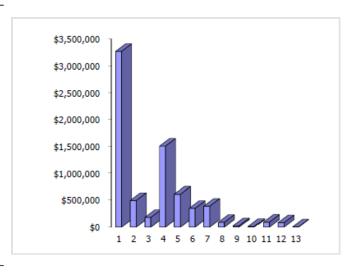
REVENUE:

Federal Funding*		\$4,947,255
State & Local Funding		1,039,939
Other Revenue	_	81,984
1 Subtotal Federal & Other Revenue	e	\$6,069,178
2 In-Kind Contributions	_	1,056,882
	Total Resources:	\$7,126,060



USE OF FUNDS:

1 Early Childhood Services - Head Start**	\$3,271,183
2 Early Childhood Services - Universal Pre-K	500,110
3 Early Childhood Services - USDA Food	181,785
4 Women Infants & Children*	1,505,639
5 Energy Services - Weatherization	617,091
6 Energy Services - Empower NY	351,603
7 CS - Community Services**	392,703
8 CS - Wheels for Work	90,593
9 CS - HEAP Application Income	23,573
10 CS - F.E.M.A	12,164
11 Senior Transportation	92,735
12 Other	81,983
13 Current Year Excess - Add to Fund Balance	4,898
	\$7,126,060



^{*} Includes WIC Nutrition Vouchers

^{**} Includes Federal money & local in-kind