

SOUTH CENTRAL HUMAN RESOURCE AGENCY



Annual Report 2015 - 2016



*Helping People
Help Themselves*



SOUTH CENTRAL

SCHRA

HUMAN RESOURCE AGENCY

Serving thirteen counties across South Central Tennessee:
Bedford, Coffee, Franklin, Giles, Hickman, Lawrence, Lewis, Lincoln,
Marshall, Maury, Moore, Perry, and Wayne

**ANNUAL REPORT
2015 - 2016
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FROM THE EXECUTIVE DIRECTOR...

This has been a very transformative and exciting year for South Central Human Resource Agency. I was appointed by the board as the permanent Executive Director on March 22, 2016. During this time, our agency has bounced back from the special comptrollers findings report issued in April 2016. The report addressed many concerns with key financial and programmatic personnel. The board dealt with these findings certainly, swiftly, and judiciously. A new Executive Director, Director of Finance, Assistant Director of Finance, Community Services Director, and Community Corrections Director were hired during the past fiscal year. The necessary changes in these positions created some uncertainty about the agency's stability. However, we have worked very diligently to hire qualified personnel outside and within SCHRA to move our agency forward. New director positions were also created within CRPP, Homemaker, and the Commodities program. New staff members are settling into their positions well. They are demonstrating the ability, dedication, and honesty needed for our future success. Staff is also receiving very valuable training from Head Start consultants, CAPLAW, and other resources.

Since starting in March, I have made it a priority to assess our entire infrastructure and have implemented a plan to make needed infrastructure improvements so that SCHRA staff and clients have adequate facilities available to meet needs. Senior staff and I have traveled our 13 County service area and visually inspected each of our facilities. There are many needs for renovations and upgrades. Our first project included a new regional neighborhood service center in Lawrenceburg this past summer. The facility will be utilized as a training hub and Head Start maintenance facility. This facility will also be utilized by senior staff for meetings and office space. Also during the summer, the Waynesboro Neighborhood Service Center received a much-needed renovation. This renovation included the addition of a handicap accessible restroom. Currently, we are working on relocating to a new Neighborhood Service Center in Maury County. This facility will double the footprint of our current location and allow us to provide more efficient service as well as additional programs there in the future. On the horizon, we will be renovating the Nutrition kitchen in Lewis County, and making improvements at the central office. We will also be exploring new facilities for both Head Start and Early Head Start in several of our counties.

The agency also underwent a technology upgrade during this past year. We now have an updated firewall system installed at all of our facilities. The central office was also rewired with CAT 6 cabling. This made our Internet and internal system faster and more reliable. Updates can now be sent out from the central office eliminating the need for travel to most locations. We are also utilizing technology in our commodities and

nutrition programs for inventory controls. Additionally, we will be developing a digital case management system for CRPP.

On a programming note, the agency is exploring many new grant opportunities. We were recently awarded the Adverse Childhood Experiences grant (ACES). This grant will be utilized in our Head Start and Early Head Start programs. This initiative was endorsed by the governor and we're thrilled to be one of the initial recipients of the grant.

We're also partnering with South Central Tennessee Development District to provide more Homemaker and Nutrition services. The new Community Corrections Director is currently working on several criminal justice funded initiatives. This will be new programming for our agency. I am working closely with the Community Services Director to explore a housing strategy for our service area. Housing continues to be a major concern and program need within our service area.

Many new and exciting opportunities are being developed by the Program Directors. In October, senior staff and I conducted a two-day strategic planning meeting at the regional center in Lawrenceburg. The meeting was very productive and plans were developed for the strategic vision of our agency over the next three years. We will be developing management teams to work on the final plan to be presented to the board in the spring of 2017. Many of the suggestions and directions are already being implemented within the agency. The plan will center on catalyzing the agency resources and better marketing of the agency within our service area.

In summation, the past nine months have been both challenging and rewarding. We have dealt with the difficulty of losing key staff with many years of experience. However, the agency is getting stronger and stronger each day. Our staff is motivated and committed to the mission of SCHRA. I feel the board expects high performance from me as the Executive Director and I expect this of all our staff. We must embody the spirit of hope and change the lives of others through our actions. It is an honor to serve with the employees of SCHRA!

Sincerely,



Paul T. Rosson
Executive Director

SOUTH CENTRAL HUMAN RESOURCE AGENCY PROFILE

WHO WE ARE

South Central Human Resource Agency (SCHRA) was created July 11, 1973; and chartered as a public non-profit agency February 19, 1975; and as determined by the IRS, a 501 (c) 3 tax exempt organization. SCHRA is a Human Resource Agency and a Community Action Agency.

WHAT IS OUR MISSION

Our mission is to help people in need to help themselves and each other to enrich their lives.

A COMMUNITY ACTION AGENCY

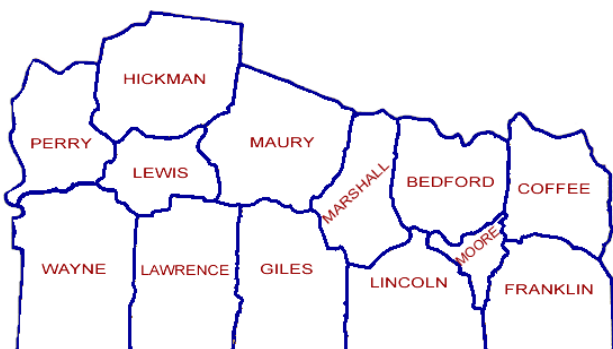
Community Action Agencies (CAA) were created out of the Economic Opportunity Act of 1964 to combat poverty. SCHRA has received designation as the Community Action Agency, under the Community Services Block Grant.

A HUMAN RESOURCE AGENCY

The goal is to promote the development of human resources in South Central Tennessee through effective and efficient delivery of human services. (TCA 13-26-102)

SERVICE AREA

From our central office at 1437 Winchester Hwy. in Fayetteville, Tennessee, we strive to effectively deliver human service programs and oversee the coordination efforts through our Neighborhood Service Centers located in each county. SCHRA service area contains over 6,500 square miles of vastly rural county and supports a population of approximately 423,012 individuals, in the following counties: Bedford, Coffee, Franklin, Giles, Hickman, Lawrence, Lewis, Lincoln, Marshall, Maury, Moore, Perry, and Wayne. Our Title V Program has expanded to four additional counties east of our area: Bledsoe, Grundy, Marion, and Sequatchie.



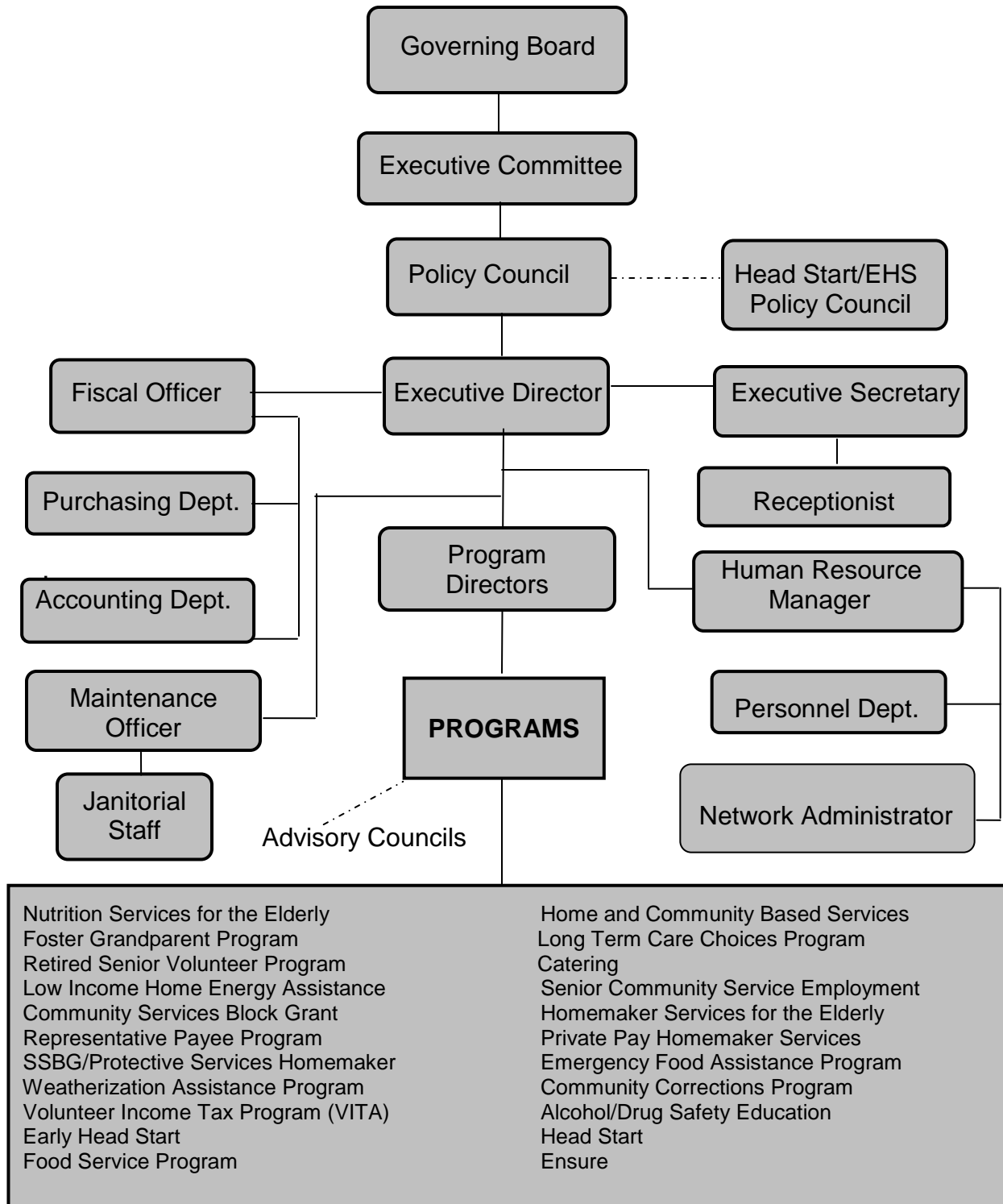
SCHRA has thirteen Neighborhood Service Centers and twenty-one Head Start Centers across our area, three Early Head Start Centers located in Bedford, Giles, and Lawrence counties, and three Pre-K collaborations in Franklin, Maury, and Wayne counties. The Nutrition Program has twenty-one congregate meal sites and two main kitchens – one in Fayetteville, Lincoln County and one in Hohenwald, Lewis County.

SCHRA Programs At-a-Glance

Program	Goal
Home & Community Based Program (OPTIONS) Medicaid Waiver/Homemaker/Family Caregiver, Respite Sitter/Meals/Long Term Care Choices	Provides homemaker, personal care, sitter service, and home delivered meals to elderly and adults 18 years or older with a disability.
Foster Grandparents (FGP)	Provides stipend volunteer opportunities for limited income persons age 55 and over to give support services to children with "special needs" in the community
Retired Senior Volunteer Program (RSVP)	Provides opportunities for retired persons 55 and older to serve their communities in volunteering on a regular basis in a variety of settings.
Senior Community Service Employment Program - Title V	Assists economically disadvantaged people age 55 and older by providing immediate supplemental income, work experience, training and assistance with placement in permanent employment situations.
Low Income Energy Assistance Program - LIHEAP	Provides financial assistance for heating costs to elderly, handicapped and low income persons.
Community Services Block Grant - CSBG	Provides access to programs and services needed by elderly, handicapped and low-income persons through Neighborhood Service Centers.
Social Services Block Grant/Protective Service Homemaker	Provides support services to adults who have been threatened with abuse, neglect, or exploitation.
Emergency Food Assistance Program (Commodities)	Provide USDA donated food products to low income households at distribution held quarterly in each of our thirteen counties.
Weatherization Assistance Program	To improve energy efficiency and reduce energy costs of low income households by utilizing energy efficient materials.
Community Corrections Program	Provide alternative to incarceration for non-violent felony offenders.
Alcohol/Drug Safety Education	A court ordered education program providing a minimum of 12 hours of education pertaining to substance abuse, physiological and psychological aspects of alcohol and drug use.
Head Start/Early Head Start	Provide comprehensive educational opportunities for low-income and special needs children and empower families.
Food Service Program	Provides a hot nutritious noon-time meal to individuals for a fee without limited qualifications.
Nutrition Services for the elderly	Provides a hot nutritious noon-time meal at congregate meal sites for individuals 60 years of age and older, and delivers meals to eligible homebound.
Ensure	For sale to the public, with no qualifications, at a discounted price.
Catering	The Nutrition Program offers full service catering to the public for a fee, depending on what you order. The funds from catering help generate enough income to purchase equipment as needed and to help sustain the Nutrition program at five days a week.
Community Representative Payee Program	Provides money management services to assist persons who are incapable of keeping track of financial matters. Must receive Social Security or disability benefit and certified by a physician to be incapable of money management.
Private Pay Homemaker Services	Provides light housekeeping and respite sitter services, on a fee basis, with no limiting qualifications.
Volunteer Income Tax Program (VITA)	Volunteers complete annual tax returns for low and moderate income taxpayers free of charge.
Adverse Childhood Experiences Initiative (ACESs)	Provide intense early intervention based on exposure to trauma for our children and families in the Head Start/Early Head Start Program, NEW effective October 17, 2016.

SOUTH CENTRAL HUMAN RESOURCE AGENCY

ORGANIZATIONAL CHART



SOUTH CENTRAL HUMAN RESOURCE AGENCY SENIOR STAFF

Paul Rosson, Executive Director
Amy Ezell, Director of Financial Operations
Julie Kent, Assistant Director of Financial Operations
Lisa Salvador, Purchasing Officer
Scarlet Patterson, Human Resource Manager
Patsy Freeman, Executive Secretary
Kenneth Parker, Maintenance Officer
Patric Bennett, Network Administrator
Sara Brown, Community Services Program Director
Donna Brazier, Nutrition Services Program Director
Cindy Campbell, Homemaker Services Program Director
Teresa Swafford, Community Representative Payee Program Director
Bobbie Cox, FGP and RSVP Program Director
Pamela Morris, Title V Director
Laure Hopper, Head Start/EHS Program Director
Jessica Miller, Assistant Head Start/EHS Program Director
Rebekah Provost-Emmons, Community Corrections Program Director
Dee Dee Sneed, Commodities Program Director

SOUTH CENTRAL HUMAN RESOURCE AGENCY
NEIGHBORHOOD SERVICE CENTERS

BEDFORD COUNTY	200 Dover St. Shelbyville, TN 37160	931-488-3062
COFFEE COUNTY	414 Wilson Avenue Tullahoma, TN 37388	931-461-0041
FRANKLIN COUNTY	107 N. Porter St., Suite 5 Winchester, TN 37398	931-967-1438
GILES COUNTY	923 E. College St., Suite 104 Pulaski, TN 38478	931-363-5382
HICKMAN COUNTY	101 College St. Centerville, TN 37033	931-729-5921
LAWRENCE COUNTY	232 N. Military St. Lawrenceburg, TN 38464	931-762-7863
LEWIS COUNTY	43 Smith Avenue Hohenwald, TN 38462	931-796-4825
LINCOLN COUNTY	1437 Winchester Hwy. Fayetteville, TN 37334	931-433-7182
MARSHALL COUNTY	1572 Old Columbia Hwy. Lewisburg, TN 37091	931-359-6393
MAURY COUNTY	5021 Trotwood Avenue Columbia, TN 38401	931-388-1173
MOORE COUNTY	251 Majors Blvd. Lynchburg, TN 37359	931-759-7827
PERRY COUNTY	100 North Poplar St. Linden, TN 37096	931-589-2130
WAYNE COUNTY	525 B Highway 64 E Waynesboro, TN 38485	931-722-3717

OVERVIEW OF SCHRA REGULATORY BODIES THE GOVERNING BOARD, EXECUTIVE COMMITTEE & POLICY COUNCIL

The corporate powers of the South Central Human Resource Agency (SCHRA) are vested in its Governing Board, which is responsible for fulfilling Agency objectives and establishing policy guidelines and direction. The SCHRA Governing Board has delegated authority to the Executive Committee of the South Central Tennessee Development District (SCTDD) to act for it, and has authorized the Policy Council to administer Agency activities within the framework of established policies and in conformance with Federal/State program guidelines.

The SCHRA Governing Board is composed of representatives from each of the thirteen counties that the Agency serves. Membership consists of the county executive/mayor of each county, the mayor of each municipality, thirteen human resource representatives appointed by the county mayor/executive, and one state senator and one state representative whose districts lie within the Development District.

Similarly, the Executive Committee of the SCTDD is comprised of thirteen county/metro executives, three minority representatives, one state senator, one state representative, and six city mayors; and, as authorized, acts for the Governing Board.

The membership of the Policy Council is comprised of one third elected public officials currently holding office, one third are persons chosen in accordance with democratic selection procedures to assure that they are representatives of the poor in the area they serve, and the remainder members are officials or members of business, industry, religious, welfare, education, and other major groups with interest in the community. This is known as a tripartite board to insure compliance with the Community Services Block Grant Act.

Additionally, serving on the Policy Council in a voting status, is a Head Start Policy Council Representative, and in a non-voting status a Licensed Attorney, Financial Management Representative, and an Early Childhood Education Representative. These seats on our board are to meet the requirements of the Head Start Act.

The Policy Council meets six times (bi-monthly) a year; the Executive Committee of the SCTDD, acting for the SCHRA Governing Board, meets in concert with and ratifies Policy Council Actions including program budgets, proposals, and contracts approved by the Policy Council. The SCHRA Governing Board meets annually.

The members of these bodies play a critical role in overseeing programs, ratifying policies and helping to plan the future of our Agency. Without a strategy based on knowledge and placed in the hands of competent and concerned individuals, we would have only random ideas without a guiding purpose or direction.

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
OFFICERS 2015-2016**



**MAYOR JANET VANZANT
Policy Council/Governing Board
CHAIRPERSON**



**Mayor Joe Boyd Liggett
Policy Council/Governing Board
Vice Chairperson**



**Mrs. Joanne Lord
Policy Council Secretary**



**Mayor Wallace Cartwright
Governing Board Secretary**

2015- 2016 BOARD OFFICERS (at June 30, 2016)

SCHRA GOVERNING BOARD/SCHRA EXECUTIVE COMMITTEE:

Giles County Mayor Janet Vanzant.....Chairperson
Marshall County Joe Boyd Liggett.....Vice-Chairman
Shelbyville Mayor Wallace Cartwright.....Secretary

SCHRA POLICY COUNCIL:

Giles County Mayor Janet Vanzant.....Chairperson
Marshall County Mayor Joe Boy Liggett.....Vice-Chairperson
Mrs. Joanne Lord.....Secretary

SCHRA POLICY COUNCIL COMMITTEES (at June 30, 2016):

BUDGET/STATE APPROPRIATIONS:

County Mayor Janet Vanzant, Chr.
County Mayor Eugene Ray
Ms. Sue Turnbow
County Mayor Richard Stewart
Mr. John Campbell
Metro/County Mayor Sloan Stewart

GRIEVANCE:

County Mayor Eugene Ray, Chr.
County Mayor Gary Cordell
County Mayor Shaun Lawson
Ms. Sue Turnbow
Ms. Melanie Smith
Mr. David Duren

PROPERTY:

County Mayor Joe Boyd Liggett, Chrm.
Mr. Tom Holland, Financial Rep.
Mr. Eugene Richardson
Attorney Cathy Conley, Legal Rep.
Mrs. Joanne Lord
Ms. Anna Hall
County Mayor Shaun Lawson
County Mayor T. R. Williams

PERSONNEL:

Mrs. Sandy Calvert, Chairperson
Mr. Charles Sain
County Mayor Terry Richardson
Mr. David Duren
Ms. Shirley DeVore
County Mayor Bill Newman

NOMINATING/BY-LAWS:

County Mayor Gary Cordell, Chr.
Mrs. Priscilla McNairy
County Mayor Bill Webb
County Mayor Joe Boyd Liggett
Mr. David Duren

PROGRAM APPEALS:

County Mayor Bill Newman
Ms. Sue Turnbow
City Mayor Wallace Cartwright
Mr. Eugene Richardson

CSBG Service Priority Setting:

County Mayor Terry Richardson, Chairman
Mr. Freddie McKinney
County Mayor Charles Norman
Ms. Shirley DeVore
Ms. Sandy Calvert
Mrs. Priscilla McNairy

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
GOVERNING BOARD 2015-2016***

BEDFORD COUNTY

County Mayor Eugene Ray
Mayor Dennis Webb-Bell Buckle
Mayor Rachel P. Swift-Normandy
Mayor Wallace Cartwright-Shelbyville
Mayor Thomas Hurt-Wartrace
Mrs. Cathy Hayes

COFFEE COUNTY

County Mayor Gary Cordell
Mayor Lonnie Norman-Manchester
Mayor Lane Curlee-Tullahoma
Mr. Charles Sain

FRANKLIN COUNTY

County Mayor Richard Stewart
Mayor Joyce Brown-Cowan
Mayor Robin Smith-Decherd
Mayor David Kelley-Estill Springs
Mayor Patrick Matthews-Huntland
Mayor Terry Harrell-Winchester
Ms. Melanie Smith

GILES COUNTY

County Mayor Janet Vanzant
Mayor Tim McConnell-Ardmore
Mayor Pat Ford-Pulaski
Mayor Carolyn Thompson-Elkton
Mayor Charles Jett-Lynnville
Mayor Tracy Wilburn-Minor Hill
Mrs. Priscilla McNairy

HICKMAN COUNTY

County Mayor Shaun Lawson
Mayor Gary Jacobs-Centerville
Ms. Shirley DeVore

LAWRENCE COUNTY

County Executive T. R. Williams
Mayor Robin Cobb-Ethridge
Mayor Keith Durham-Lawrenceburg
Mayor Jesse Turner-Loretto
Mayor Bubba Carter-St. Joseph
Ms. Sandy Calvert

LEWIS COUNTY

County Mayor Bill Webb
Mayor Danny McKnight-Hohenwald
Ms. Sue Turnbow

LINCOLN COUNTY

County Mayor Bill Newman
Mayor Jon Law-Fayetteville
Mayor Phil Bolander-Petersburg
Mr. Freddie McKinney

MARSHALL COUNTY

County Mayor Joe Boyd Liggett
Mayor Danny Bingham-Chapel Hill
Mayor Melissa Peters-Cornersville
Mayor Jim Bingham-Lewisburg
Mr. John Campbell

MAURY COUNTY

County Mayor Charles Norman
Mayor Dean Dickey-Columbia
Mayor Bob Shackelford-Mt. Pleasant
Mayor Rick Graham-Spring Hill
Mr. Eugene Richardson

MOORE COUNTY

Metropolitan Executive Sloan Stewart
Mr. Coleman March

PERRY COUNTY

County Mayor Terry Richardson
Mayor Dean Heady-Linden
Mayor Robby Moore-Lobelville
Mrs. Joanne Lord

WAYNE COUNTY

(Interim) County Mayor James Coy Anderson
Mayor Randy Burns-Clifton
Mayor Tony Creasy-Waynesboro
Mayor Glenn Brown-Collinwood
Mr. David Duren

Representative Judd Matheny
Senator Jim Tracy

*at June 30, 2016

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
POLICY COUNCIL 2015-2016 ***

BEDFORD COUNTY

County Mayor Eugene Ray
Mrs. Cathy Hayes
Ms. Anna Hall, Head Start Rep.

COFFEE COUNTY

County Mayor Gary Cordell
Mr. Charles Sain, Education Rep.
Attorney Cathy Conley, Legal Rep.

FRANKLIN COUNTY

County Mayor Richard Stewart
Mrs. Melanie Smith

GILES COUNTY

County Mayor Janet Vanzant
Mrs. Priscilla McNairy

HICKMAN COUNTY

County Mayor Shaun Lawson
Ms. Shirley DeVore

LAWRENCE COUNTY

County Executive T. R. Williams
Mrs. Sandy Calvert

LEWIS COUNTY

County Mayor Bill Webb
Ms. Sue Turnbow

LINCOLN COUNTY

County Mayor Bill Newman
Mr. Freddie McKinney
Mr. Tom Holland, Financial Rep.

MARSHALL COUNTY

County Mayor Joe Boyd Liggett
Mr. John Campbell

MAURY COUNTY

County Mayor Charles Norman
Mr. Eugene Richardson

MOORE COUNTY

Metropolitan Executive Sloan Stewart
Mr. Coleman March

PERRY COUNTY

County Mayor Terry Richardson
Ms. Joanne Lord

WAYNE COUNTY

(Interim) County Mayor James Coy Anderson
Mr. David Duren

*at June 30, 2016

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
COMBINED STATEMENT OF REVENUES AND EXPENDITURES
FOR THE TWELVE MONTHS ENDED JUNE 30, 2016**

REVENUES

Head Start	\$6,984,171.00
Head Start USDA	330,053.00
Head Start Training & Technical Assistance	82,214.00
Early Head Start	563,828.00
Early Head Start USDA	15,539.00
EHS Training & Technical Assistance	14,175.00
EHS Expansion (start-up)	(253.00)
Head Start Restricted	896.00
EHS Expansion	2,324,397.00
Early Head Start Expansion USDA	16,666.00
EHS Expansion Training & Technical Assistance	176,773.00
Community Services Block Grant	1,042,617.00
Community Services Block Grant restricted	4,529.00
Protective Service Homemaker Program (SSBG)	209,965.00
Low Income Home Energy Assistance Program – THDA 225	2,515,773.00
Low Income Home Energy Assistance Program – THDA 224	349,080.00
LIHEAP/Weatherization	40,043.00
Weatherization Assistance Program	171,192.00
State Appropriations	186,989.00
SCHRA Discretionary Account	34,956.00
SCHRA Special Project	3,316.00
Alcohol & Drug Safety Program	16,953.00
Ensure	72,673.00
Nutrition Services for the Elderly	1,440,637.00
Food Service Program	1,177,457.00
Homemaker Services	302,022.00
Community Corrections Program	507,767.00
Drug Testing Program	60.00
DNA Services	678.00
Senior Community Services Project Title V - SSAI	704,948.00
Volunteer Income Tax Assistance	20,451.00
Retired Senior Volunteer Program	36,483.00
Foster Grandparents Program	277,062.00
Foster Grandparents Program – Restricted	540.00
TN Emergency Food Assistance Program 914	52,716.00
TN Emergency Food Assistance Program 913	46,858.00
TN Emergency Food Assistance Program Restricted	862.00
Community Representative Payee Program	<u>105,647.00</u>
TOTAL REVENUES	<u>\$19,830,733.00</u>

COMBINED STATEMENT OF REVENUES AND EXPENDITURES cont'd

EXPENDITURES

Head Start	\$6,984,171.00
Head Start USDA	330,053.00
Head Start Training & Technical Assistance	82,233.00
Head Start Restricted	6,768.00
Early Head Start	563,828.00
Early Head Start USDA	15,540.00
EHS Training & Technical Assistance	14,175.00
EHS Expansion (start-up)	253.00
EHS Expansion	2,324,397.00
EHS Expansion USDA	16,666.00
EHS Expansion Training & Technical Assistance	176,773.00
Community Services Block Grant	1,043,317.00
Community Services Block Grant - Restricted	1,806.00
Protective Service/Homemaker Program (SSBG)	228,938.00
Low Income Home Energy Assistance Program – THDA 225	2,515,773.00
Low Income Home Energy Assistance Program – THDA 224	349,080.00
LIHEAP/Weatherization	40,043.00
Weatherization Assistance Program	171,192.00
State Appropriations	130,113.00
SCHRA Discretionary Account	37,020.00
SCHRA Special Project	2,092.00
Alcohol & Drug Safety Program	13,080.00
Ensure	70,120.00
Nutrition Services for the Elderly	1,507,914.00
Food Service Program	1,142,880.00
Homemaker Services - SCTDD	330,359.00
Community Corrections Program	507,767.00
Drug Testing Services	425.00
DNA Services	644.00
Senior Community Services Project Title V – SSAI	704,948.00
Volunteer Income Tax Assistance	21,959.00
Retired Senior Volunteer Program	36,483.00
Foster Grandparents Program	277,815.00
Foster Grandparents Program – Restricted	136.00
TN Emergency Food Assistance Program USDA 913	46,858.00
TN Emergency Food Assistance Program USDA 914	52,716.00
TN Emergency Food Assistance Program – Restricted	-
Community Representative Payee Program	96,342.00

TOTAL EXPENDITURES **\$ 19,844,677.00**

Excess of Revenues Over (Under) Expenditures **\$ (13,944.00)**

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
COMBINED BALANCE SHEET
JUNE 30, 2016**

ASSETS

Cash	\$ 343,682.00
Cash - Liquid Funds Account - Restricted	272,691.00
Local Gov't Investment Pool	60,279.00
Certificate of Deposit	464,501.00
Cash – Community Representative Payee Program	409,649.00
Inventory - Consumable Supplies	13,672.00
Prepayments	21,742.00
Receivable	1,148,478.00
Due from Grantors	
**Inventory - Commodities	<u>116,992.00</u>

Current Assets	<u>\$2,851,686.00</u>
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Land & Buildings	1,450,223.00
Leasehold Improvements	966,906.00
Vehicles & Other Equipment	3,052,792.00
Accumulated Depreciation	<u>(1,688,469.00)</u>

TOTAL ASSETS	<u>\$6,633,138.00</u>
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LIABILITIES AND FUND EQUITY

Liabilities:

Accounts Payable	\$ 481,828.00
Withholdings & Benefits Payable	335,686.00
Accrued Audit Fee	35,500.00
Accrued Leave	261,488.00
Unearned Revenue (Corrections)	6,198.00
Due to Head Start	3,554.00
Due to Grantors	372,530.00
Due to Grantors – Commodities	116,992.00

Excess Expenditures at June 30, 2016	<u>(13,944.00)</u>
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TOTAL LIABILITIES	<u>\$ 1,599,832.00</u>
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Fund Equity:

Investment in Land & Buildings	\$ 1,450,223.00
Investment in Leasehold Improvements	966,906.00
Investment in other Fixed Assets	3,052,790.00
Accumulated Depreciation	<u>(1,688,469.00)</u>

Fund Balance – Restricted	510,082.00
Fund Balance - Unrestricted	<u>741,774.00</u>

TOTAL FUND EQUITY	<u>\$5,033,306.00</u>
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TOTAL LIABILITIES AND FUND EQUITY	<u>\$6,633,138.00</u>
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This statement does not include in-kind contribution activities.

**Commodity Inventory as of 6/30/16

**SOUTH CENTRAL HUMAN RESOURCE AGENCY
FINANCIAL REPORT BY CONTRACT
THROUGH JUNE 30, 2016**

Reimbursement Programs

Program	Funding Source	Contract Year End	Annual Budget
Head Start	US Dept. of Health & Human Services	6/30/16	7,037,751
Head Start USDA	TN Dept. of Human Services	9/30/16	529,210
Head Start T & T A	US Dept. of Health & Human Services	6/30/16	82,233
Early Head Start	US Dept. of Health & Human Services	6/30/16	574,362
Early Head Start USDA	TN Dept. of Human Services	9/30/16	39,024
Early Head Start T & T A	US Dept. of Health & Human Services	6/30/16	14,175
Early HS Expansion (Start-up)	US Dept. of Health & Human Services	3/1/1-8/31/16	300,000
Early HS Expansion	US Dept. of Health & Human Services	3/1/15-8/31/16	3,300,000
Early HS Expansion USDA	TN Dept. of Human Services	9/30/16	132,688
Early Head Start T & TA	US Dept. of Health & Human Services	3/1/15-8/31/16	330,000
Community Services Block Grant	TN Dept. of Human Services	6/30/16	1,182,217
Low Income Home Energy Assistance Prog.	TN Housing Development Agency	9/29/15	3,805,415
Low Income Home Energy Assistance Prog.	TN Housing Development Agency	9/29/16	2,640,112
Weatherization Assistance Program	TN Housing Development Agency	11/1/14-8/31/16	302,558
LIHEAP/Weatherization	TN Housing Development Agency	1/1/16-9/30/16	163,742
Protective Service Homemaker Program	TN Dept. of Human Services	6/30/16	281,698
Nutrition Services for the Elderly (partial perf. based)	South Central TN Development Ag.	6/30/16	1,431,695
Community Corrections	TN Dept. of Corrections	6/30/16	533,666
Senior Community Service Project (Title V)	Senior Service America, Inc.	6/30/16	676,382
Foster Grandparent Prog.	Corp. for National & Community Service	6/30/16	277,062
Retired Senior Volunteer Program	Corp. for National & Community Service	6/30/16	36,702
TN Emergency Food Assistance Program (913)	TN Dept. of Agriculture	6/30/16	97,000
TN Emergency Food Assistance Program (914)	TN Dept. of Agriculture	9/30/16	97,000
Volunteer Income Tax Assistance	United Way of Metropolitan Nashville	6/30/16	30,000

**Financial Report By Contract cont'd
Through June 30, 2016**

Performance Based Programs

Program	Funding Source	Contract Year End	YTD Receipts
Alcohol & Drug Safety	Local Performance Based	6/30/16	13,080
Ensure Services	Local Performance Based	6/30/16	70,120
Homemaker Services	Local Performance Based	6/30/16	330,359
Food Service Operation	Local Performance Based	6/30/16	1,142,880
DNA Services	Local Performance Based	6/30/16	644
Drug Testing	Local Performance Based	6/30/16	425
Community Representa- tive Payee Program (Admin)	Local Performance Based	6/30/16	96,342

Administrative Cost Allocation by Center

Cost Center	Funding Source	Fiscal Year End	Annual Budget
Executive	Agency	6/30/16	468,200
Fiscal	Agency	6/30/16	634,600
Building	Agency	6/30/16	215,450
Technology	Agency	6/30/16	81,000

Financial Reports submitted by:
Amy Ezell
Director of Financial Operations

NUTRITION SERVICES FOR THE ELDERLY

CONGREGATE MEALS

Donna Brazier, Program Director

STAFF: 40

FUNDING SOURCE: SCTDD/TCOA and participant contributions

MEALS SERVED: 94,129

PROGRAM OBJECTIVE: To help the frail and elderly individuals aged 60 or over eat adequately by providing a noon-time meal in a congregate or home delivered setting. The development of skills and/or knowledge to help the elderly select and prepare nourishing and well-balanced meals is also of primary concern. The program is committed to insuring the dignity of every person and underlining their importance through continued social contact and activities which minimize the need for institutionalism in nursing homes or other comparable facilities.

SERVICES PROVIDED: Meals were served at 21 nutrition meal sites. The following is a break-out by county of meals served:

County Meals	County Meals
Bedford 8,003	Lincoln 6,671
Coffee 13,827	Marshall 6,019
Franklin 8,377	Maury 7,776
Giles 4,920	Moore 2,556
Hickman 2,206	Perry 11,047
Lawrence 8,714	Wayne 6,223
Lewis 7,790	TOTAL 94,129



PARTICIPANT ELIGIBILITY: A person 60 or older, the spouse of the person or a disabled dependent of a person 60 years old, regardless of their age, are eligible to participate in Nutrition services.

ACCOMPLISHMENTS: Supplemented food to meal sites, Volunteer Appreciation Days, Foster Grandparent Program meetings, and served Head Start.

NUTRITION SERVICES FOR THE ELDERLY

HOME DELIVERED MEALS

Donna Brazier, Program Director

STAFF: 40

BUDGET: Based on unit reimbursement of \$5.94 hybrid (cold) meals; \$6.93 hot meals

FUNDING SOURCE: South Central TN Development District/TCOA and participant contributions

MEALS SERVED: 65,601

PROGRAM OBJECTIVE: To help the frail and elderly individuals aged 60 or over eat adequately by providing a noon-time meal in a home delivered setting. The development of skills and/or knowledge to help the elderly select and prepare nourishing and well-balanced meals is also of primary concern. Meals are provided to



those who have limited mobility which may impair their capacity to shop and cook for themselves. The program is committed to insuring the dignity of every person and underlining their importance through continued social contact and activities which minimize the need for institutionalism in nursing homes or other comparable facilities.

SERVICES PROVIDED: Home Delivered Meals

County Meals	County Meals
Bedford 3,710	Lincoln 3,701
Coffee 7,449	Marshall 8,135
Franklin 7,271	Mauzy 9,272
Giles 5,514	Moore 1,541
Hickman 3,100	Perry 3,345
Lawrence 4,292	Wayne 4,724
Lewis 3,547	TOTAL 65,601

VOLUNTEERS
are a vital part of our Home-Delivered Meal Program and the success of the program would not be possible without them!

HOME & COMMUNITY BASED PROGRAM (OPTIONS)

CAREGIVER, OPTIONS, LONG TERM CARE CHOICES HOME DELIVERED MEALS

Donna Brazier, Program Director

PROGRAM STAFF: 40

BUDGET: Based upon a unit reimbursement of \$5.94 hybrid (cold) meals; \$6.93 hot meals

FUNDING SOURCE: South Central TN Development District, AmeriGroup, AmeriChoice, and Blue Care

PROGRAM OBJECTIVE: To help the frail and disabled aged 18 years or older to eat adequately. The program provides a noon-time meal in a home delivered setting. The program is committed to insuring the dignity of every person and underlining their importance through continued social contact and activities. This helps minimize the need for institutionalism in nursing homes or other comparable facilities.

PROGRAM ELIGIBILITY: A person 18 years of age or older who has limited mobility that may impair their ability to cook for themselves.

SERVICES PROVIDED: The following charts show the number of home-delivered meals that were provided through June 30, 2016:

OPTIONS	MEALS
Bedford	632
Coffee	765
Franklin	568
Giles	606
Hickman	365
Lawrence	3,124
Lewis	817
Lincoln	203
Marshall	2,310
Maury	2,653
Moore	0
Perry	798
Wayne	1,155
TOTAL	13,996

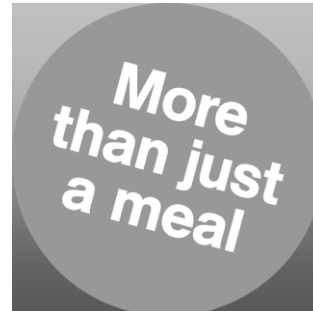
CAREGIVER	MEALS
Bedford	178
Coffee	462
Franklin	124
Giles	0
Hickman	20
Lawrence	297
Lewis	559
Lincoln	435
Marshall	166
Maury	405
Moore	0
Perry	0
Wayne	257
TOTAL	2,903

“VOLUNTEERS ARE NOT PAID – NOT BECAUSE THEY ARE WORTHLESS, BUT BECAUSE THEY ARE PRICELESS”

UNKNOWN

Options cont'd

LONG TERM CARE CHOICES	MEALS
Bedford	3,700
Coffee	5,024
Franklin	536
Giles	1,906
Hickman	1,153
Lawrence	4,052
Lewis	1,214
Lincoln	2,852
Marshall	2,241
Maury	3,203
Moore	326
Perry	1,696
Wayne	615
TOTAL	28,518



PRIVATE PAY PROGRAM: The Nutrition Program provides a hot, nutritious noon-time meal to individuals for a fee without limited qualifications. These meals can be delivered to your home or place of business.

ENSURE PROGRAM: Ensure is available by the case in assorted flavors to the public at a discounted price. Not to be resold.

CATERING SERVICE: The Nutrition Program offers professional catering services to help generate enough income to purchase equipment as needed and to help sustain the Nutrition Program at five days a week. The catering dollars pay for the cost of food, utility maintenance and labor cost of each job. The remaining money goes back into the program. Without the additional dollars, the Nutrition Congregate Program would only be in operation four days a week. This would mean that 1850 – 2000 meals per month would be cut and create a higher number of seniors going hungry in our communities. We strive hard to continue keeping seniors fed and in their homes instead of an institution of some kind



For catering services please contact the Nutrition Department at 931-433-7182, ext.138 or 1-800-221-2642, ext. 138.

HOMEMAKER SERVICES

TITLE III-B HOMEMAKER, OPTIONS, FAMILY CAREGIVER, CHOICES, LONG-TERM CARE, & PERSONAL CARE

Cindy Campbell, Program Director

SUPPORT STAFF: Donna Ward

PROGRAM STAFF: 28

BUDGET: per unit reimbursement rate

FUNDING SOURCE: South Central TN Development District,
AmeriGroup, AmeriChoice, BlueCare

CLIENTS: 91

PROGRAM OBJECTIVE: To provide homemaker, respite and/or personal care services to individuals 60 and over or who are disabled or incapacitated but wish to remain in their homes. These services may comprise basic housekeeping tasks, assist with bathing and more as determined by the SCTDD/AAAD.



SERVICES PROVIDED: The chart on the next page is a report of activities and services for the year on the Options Programs, National Family Caregiver Programs, Title IIIB Homemaker and the Choices Program. These programs provide homemaker, personal care assistance, attendant care and respite sitter care to the frail elderly and adults with disabilities in our area. The chart also reflects the total clients served and units of service (hours) provided for each service.

PARTICIPANTS ELIGIBILITY: Individuals 60 years of age or an adult 18 years of age and older with a disability who is at risk of losing his or her independence is eligible for the program following an in depth assessment through the SCTDD/AAAD.

PRIVATE PAY HOMEMAKER SERVICES are available.

This service provides light housekeeping and respite sitter services, on a fees basis, with no limiting qualifications. Call 931-433-7182, ext. 120 or 1-800-221-2642, ext.120, for prices and more information.

2015-2016 HOME MAKER SERVICES

	State Funded Homemaker		State Funded Personal Care		Title III Homemaker		NFCSP Homemaker		NFCSP Personal Care		Choices Personal Care		Choices Attendant Care		Choices In-home Respite	
County	Clients	Hours	Clients	Hours	Clients	Hours	Clients	Hours	Clients	Hours	Clients	Hours	Clients	Hours	Clients	Hours
Bedford	3	288	1	96	2	168	0	0	1	96	0	0	0	0	0	0
Coffee	3	288	1	96	2	168	0	0	0	0	1	1036	0	0	0	0
Franklin	9	864	1	96	0	0	0	0	0	0	0	0	0	0	0	0
Giles	5	480	1	96	1	96	2	384	1	96	0	0	1	1728	1	21
Hickman	3	288	1	96	4	384	1	144	0	0	0	0	0	0	0	0
Lawrence	5	480	1	96	1	96	0	0	0	0	0	0	2	1152	1	15
Lewis	3	288	0	0	1	96	4	768	0	0	0	0	0	0	0	0
Lincoln	3	288	0	0	2	168	2	384	0	0	5	2784	3	4320	0	0
Marshall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Maury	1	96	1	96	0	0	1	192	0	0	0	0	0	0	0	0
Moore	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Perry	1	96	1	96	1	96	0	0	0	0	0	0	0	0	0	0
Wayne	2	192	0	0	1	96	4	768	0	0	0	0	0	0	0	0
Total Clients	38		8		15		14		2		6		6		2	
Total Hours		3648		768		1368		2640		192		3820		7200		36

Per Hour Pay: 20.32 20.32 20.32 18.29 18.29 20.32 17.32 16.12

FOSTER GRANDPARENT PROGRAM

Bobbie Cox, Program Director

PROGRAM STAFF: June Kerrin and Nan Tillett

FUNDING SOURCE: Corporation for National & Community Service

VOLUNTEERS: 61



PROGRAM OBJECTIVE: Foster Grandparents are role models, mentors, and friends to children with exceptional needs. The program provides a way for volunteers age 55 and over to stay active by serving children and youth in their communities.

SERVICES PROVIDED: Volunteers (foster grandparents) help children learn to read and provide one-on-one tutoring, mentor troubled teenagers and young mothers, care for premature infants or children with disabilities and help children who have been abused or neglected. All one needs to join is the ability to give the kind of comfort and love that sets a child on the path toward a successful future.

Foster Grandparents and children served are as follows:

COUNTY	VOLUNTEERS	CHILDREN
Bedford	0	0
Coffee	1	1
Franklin	2	12
Giles	8	39
Hickman	0	0
Lawrence	7	23
Lewis	0	0
Lincoln	20	89
Marshall	3	16
Maury	0	0
Moore	0	0
Perry	1	1
Wayne	19	113
Total	61	294



PROGRAM ELIGIBILITY:

Applicants must be at least 55 years old, willing to serve an average of 20 hours per week and meet 200% income guidelines. Persons with disabilities are welcome to serve. Volunteers receive a modest tax-free

ACCOMPLISHMENTS: In our public schools, per the 231 pre/posttest that was administered by site staff to the children being served by the FGP volunteers, 187 children showed improvement. In our Head Start centers, of the 28 children served by FGP volunteers, 26 children showed improvement in self-concept, self-control, cooperation, social relationship, and knowledge of families and communities. Four children participated with a FGP volunteer in a faith based school, with one-on-one tutoring and showed improvement per their pre/posttest, administered by site staff.

RETIRED SENIOR VOLUNTEER PROGRAM (RSVP)

Bobbie Cox, Program Director

PROGRAM COORDINATOR: Nadine Hanson

STAFF: 2

FUNDING SOURCE: Corporation for National & Community Service

VOLUNTEERS: 37

PROGRAM OBJECTIVE: The Retired Senior Volunteer Program is a locally run, federally legislated grant program which provides opportunities for retired persons 55 and older to serve their communities in volunteering on a regular basis.

SERVICES PROVIDED: RSVP offices are located in Bedford, Coffee, Franklin, Lincoln, and Moore counties. Services being provided by volunteers are meal delivery for the elderly homebound, telephone reassurance program for shut-ins living alone, and supporting veterans

COUNTY	VOLUNTEERS	CLIENTS SERVED
Bedford	15	16
Coffee	3	10
Franklin	8	25
Lincoln	9	15
Moore	2	6
TOTAL	37	72



ACCOMPLISHMENTS: Program began 7/1/15 and has enrolled 37 volunteers who serve 72 clients. Sites have been established in five (5) counties of our service area. Title V workers have been trained and placed to assist in enrolling new volunteers in Franklin County.

“The best way to find yourself, is to lose yourself in the service of others.”

Ghandi

VOLUNTEER INCOME TAX ASSISTANCE (VITA)

Diane Bennett, Program Coordinator

FUNDING SOURCE: United Way of Metropolitan Nashville

COORDINATORS: 3

VOLUNTEERS: 29

VITA is an IRS grant that is designed to help low and moderate income taxpayers have their annual tax return completed by IRS certified volunteers. This is a seasonal program.

SCHRA joined a coalition with United Way of Metropolitan Nashville in 2008 to administer the VITA (Volunteer Income Tax Assistance) Program across the 13 counties that SCHRA serves and have continued this partnership.



In program year FY'15, VITA volunteers e-filed 2,161 tax returns, 67 paper returns, 70 amended returns, and 83 prior year returns, for a total of 2,381 returns. Based on \$250.00 per return, we saved the tax payers in our communities \$595,250.00. We have applied for the grant again for the upcoming year and hopefully we will be able to continue providing this much needed service. We could not have accomplished this project if it had not been for the 29 dedicated volunteers that assisted us with the preparation of the returns at fourteen (14) sites across our service area.



SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM ***(TITLE V Older Worker Program)***

Pamela Morris, Program Director

STAFF: 5

FUNDING SOURCE: Senior Service America, Inc.

CLIENTS: 81



PROGRAM OBJECTIVE: The South Central Human Resource Agency's Senior Service America, Inc. (SSAI) Title V Program is designed to assist economically disadvantaged people age 55 and over by providing immediate supplemental income, work experience and training at an approved training site, with an immediate goal of more permanent, unsubsidized employment. The program also is dedicated to strengthening families, communities, and our nation by providing older and disadvantaged individuals with opportunities to learn, work, and serve others.

SERVICES PROVIDED: The South Central Human Resource Agency SSA/Title V Program serves a twelve (12) county area with an allocated slot level of 81 clients for program year 2015-16 with slots assigned based on Census figures within our service area. We are also serving four (4) additional counties outside of the SCHRA area: Bledsoe, Grundy, Marion, and Sequatchie. Title V clients who cannot immediately be placed into an unsubsidized job receive assistance on finding a job and/or are assigned to eligible non-profit and government agencies for approximately 20 hours of work per week. In these assignments, clients receive valuable work experience and skill training while assisting their host agency in delivering essential community services. They also receive supportive services and training designed to prepare them for unsubsidized employment in the private sector.

CLIENTS SERVED BY COUNTY:

Bedford	7	Lincoln	13
Bledsoe	15	Marion	18
Coffee	18	Marshall	10
Franklin	13	Maury	10
Giles	8	Moore	2
Grundy	11	Perry	4
Lawrence	9	Sequatchie	7
Lewis	5	Wayne	11
TOTAL		161	

CLIENT ELIGIBILITY: Clients must be age 55 or above, be a legal resident of the county in which they apply, and be capable of performing tasks involved in the community service employment assignment as stated in the training site description, and must be economically disadvantaged, as determined by the current federally established poverty guidelines - 125% scale.

Most clients are older women, many of whom have been recently widowed or divorced, have little recent work experience outside the home, and are frightened by the prospect of needing to compete for a job just to make ends meet. They are part of a generation that is too proud to accept public assistance and that understands what it means to work hard and do your best. While all need financial assistance, many clients also long for the social interaction - - the chance to continue learning and possibly start a new career and the opportunity to make a real difference in their communities.

ACCOMPLISHMENTS: Our 2015-2016 program year was again very challenging and successful – we achieved the following goals: 95% of the service level goal; 106.8% of the most-in-need goal; 92.9% unsubsidized employment goal – placing 26 participants into jobs off the program.

Our success stories include our participant staff Cindy Lewter, who was hired by SCHRA, which has been very instrumental in employing several of our participants in various positions.

LOW INCOME HOME ENERGY ASSISTANCE

Sara Brown, Program Director

PROGRAM COORDINATOR: Lee Ann Keith

PROGRAM STAFF: 4 plus Neighborhood Service Personnel

FUNDING SOURCE: TN Housing Development Agency

CLIENTS SERVED: 5,583



PROGRAM OBJECTIVE: To provide assistance to elderly, handicapped and low-income persons with energy used to heat their homes through financial assistance to offset a portion of the cost. Priority for assistance is given to the lowest of income. Priority points are used to determine the amount of payment.

LIHEAP SERVICES PROVIDED:

County	Crisis Assistance		Energy Assistance		Total Crisis & Energy	
	Applications	Payments	Applications	Payments	Applications	Payments
Bedford	71	29,100.00	508	204,750.00	579	233,850.00
Coffee	79	32,100.00	593	229,350.00	672	261,450.00
Franklin	46	19,500.00	479	189,000.00	525	208,500.00
Giles	38	15,900.00	368	148,050.00	406	163,950.00
Hickman	31	13,500.00	387	146,250.00	418	159,750.00
Lawrence	63	25,650.00	554	216,750.00	617	242,400.00
Lewis	21	7,650.00	219	84,450.00	240	92,100.00
Lincoln	43	17,250.00	438	174,000.00	481	191,250.00
Marshall	16	6,450.00	326	122,250.00	342	128,700.00
Maury	105	41,700.00	529	205,050.00	634	246,750.00
Moore	6	2,550.00	83	32,250.00	89	34,800.00
Perry	11	4,800.00	139	55,500.00	150	60,300.00
Wayne	25	10,350.00	405	159,600.00	430	169,950.00
Total	555	226,500.00	5,028	1,967,250.00	5,583	2,193,750.00

Energy and Crisis Assistance is provided to eligible households through payment to a utility company or propane company.

PARTICIPANT ELIGIBILITY: In addition to general eligibility requirements at 150% of the federal poverty guidelines, applicants must be responsible for their own energy costs.

LIHEAP fiscal year now runs from July 1, 2016 through June 30, 2017. The chart above reflects energy assistance from October 1, 2015 through June 30, 2016.

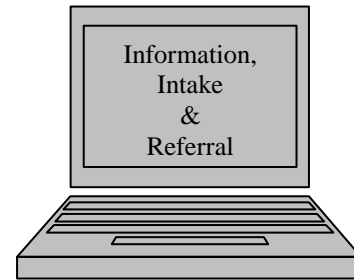
COMMUNITY SERVICES BLOCK GRANT

Sara Brown, Program Director

PROGRAM COORDINATOR: Dee Dee Sneed

PROGRAM STAFF: 25

FUNDING SOURCE: Department of Human Services



PROGRAM OBJECTIVE: To provide a wide range of services and activities which will have a measurable and potentially major impact on poverty in the community. The Community Services Block Grant insures access to programs and services by elderly, handicapped and low-income persons through Neighborhood Service Centers in each of our thirteen counties where experienced personnel assist in meeting the needs of the low income population.

SERVICES PROVIDED:

COUNTY	Meal Services	Companion Services	CSBG Crisis	Self Sufficiency	Income Management	Health	Employment
Bedford	1,029	1,205	8	0	0	112	4
Coffee	559	793	2	0	0	6	0
Franklin	363	828	10	0	0	14	0
Giles	335	688	12	0	0	44	0
Hickman	883	906	0	0	0	18	0
Lawrence	1,154	744	2	0	1	13	6
Lewis	524	771	5	0	0	9	0
Lincoln	811	1,239	0	0	0	21	0
Marshall	1,353	895	7	0	5	8	3
Maury	75	1,330	7	0	0	68	1
Moore	274	258	1	0	0	13	0
Perry	0	418	0	0	0	18	0
Wayne	233	786	0	1	0	2	0
TOTAL	7,593	10,861	54	1	6	346	14

CSBG SERVICES PROVIDED cont'd:

COUNTY	Total # Services Provided	Duplicated # EFAP #HH Served qtr.	Total Number Volunteers	Total Volunteer Hours	Information & Referral
Bedford	2,358	1,203	95	370	4,366
Coffee	1,360	1,028	54	187.5	6,337
Franklin	1,215	1,153	16	184	3,682
Giles	1,079	702	33	100	1,494
Hickman	1,807	1,062	62	260.5	5,176
Lawrence	1,920	1,004	60	231.5	2,292
Lewis	1,309	774	25	78	2,334
Lincoln	2,071	1,274	23	69	1,173
Marshall	2,271	731	34	140	3,192
Maury	1,481	611	31	97	1,831
Moore	546	296	18	51	707
Perry	436	457	37	137	2,162
Wayne	1,022	1,076	44	164	2,443
TOTAL	18,875	11,371	532	2,070	37,189

Home Delivered Meals – provides delivery of nutritious meals to those who have limited mobility which impairs their ability to shop and cook for themselves.

Companionship Services – designed to alleviate the isolation of the elderly and disabled individuals. Staff makes regular calls to clients to check on their well-being as well as monthly home visits.

Crisis Intervention – provides financial assistance to households with either an elderly or disabled member.

Health – provides financial assistance to individuals with health expenses not covered by insurance such as doctor visits, eye exams, glasses, dental, etc. Assistance in completing forms to receive help with Medicare premiums (SHIP) is part of the Health component.

Self Sufficiency – provides case management to clients to achieve self-sufficiency through comprehensive education, goal-oriented action and guidance.

Employment – provides assistance to individuals seeking employment such as resume preparation. Each office maintains a current list of job openings in their county and surrounding counties.

Income Management – provides assistance to households that need help budgeting their money.

Information & Referral – provides individuals in need of assistance. If SCHRA provides the service, staff will be able to provide the information and assist them in getting the services. Staff are familiar with other resources in the community and will try to make referrals in order to meet their needs.

PARTICIPANT ELIGIBILITY – direct services to clients, except information and referral, have an income eligibility requirement of 125%. A need for services must be established according to the individual or household circumstances.

SSBG/PROTECTIVE SERVICE HOMEMAKER

Sara Brown, Program Director

PROGRAM COORDINATOR: Ruby Twyman

PROGRAM STAFF: 7 (stationed in Bedford, Coffee, Hickman, Lincoln, Lawrence
Marshall and Maury counties, but covers all 13 counties.)

FUNDING SOURCE: Department of Human Services

CLIENTS: 101



PROGRAM OBJECTIVE: To provide supportive services to adults (APS cases) who have been threatened with abuse, neglect, or exploitation, are unable to meet ADL's and require services in order to remain in home to prevent this from occurring.

SERVICES PROVIDED: Homemakers focus on activities which the client can no longer do for themselves and which are necessary for the client to remain at home including emotional support and encouragement during periods of loneliness and depression. Services are directed at teaching homemaking and daily living skills to these individuals.

Services provided include the following:

ADULT PROTECTIVE SERVICE CASES

COUNTY	CASES	CLIENTS	HRS. OF SERV. UNITS	COUNTY	CASES	CLIENTS	HRS. OF SERV. UNITS
Bedford	12	12	1162.75	Lincoln	06	06	768.25
Coffee	10	10	730.75	Marshall	08	08	719.75
Franklin	13	13	971.75	Maury	15	15	696.75
Giles	06	06	276.50	Moore	00	00	00
Hickman	07	09	640.75	Perry	01	02	348.75
Lawrence	09	09	557.50	Wayne	04	04	260.75
Lewis	07	07	278.25	TOTAL	98	101	7412.50

PARTICIPANT ELIGIBILITY: Eligibility is determined by the DHS caseworker. Need is established when an individual or family is experiencing a specific personal or social problem for which homemaker services is deemed to be the appropriate service.

WEATHERIZATION ASSISTANCE PROGRAM

Sara Brown, Program Director

PROGRAM COORDINATOR: Debbie Hopkins

STAFF: 2

FUNDING SOURCE: Tennessee Housing Development Agency

CLIENTS SERVED: 35



PROGRAM OBJECTIVE: To improve energy efficiency and reduce energy costs of low income households by applying required materials to each unit.

The Weatherization FY'15 contract did not start until November 1, 2014 and was extended until June 30, 2016 to run concurrently with FY'16 contract. This was due to the new THDA requirement that the audits must be done by a nationally certified inspector and this took several months to accomplish throughout the State.

During the year, all 183 weatherization applications were updated for eligibility. We are contracted to weatherize 67 homes before June 30, 2016 under the combined contracts.

PROGRAM ELIGIBILITY: Meet 200% of Federal Poverty Guidelines. Own or rent a dwelling which needs improvement to lower energy costs.

DO A LITTLE, SAVE A LOT.

Everything you do, no matter how small, can add up to BIG savings and keep you warmer in the winter and cooler in the summer such as caulking around windows to weather-stripping around doors.



COMMUNITY REPRESENTATIVE PAYEE PROGRAM

Teresa Swafford, Program Director

PROGRAM COORDINATOR: Ashley Freeman

STAFF: 2

FUNDING SOURCE: Client fees

TOTAL CLIENTS: 268

BENEFITS OVERSEEN: \$2,187,719.50

PROGRAM OBJECTIVE: The Payee Program offers money management services to assist persons who are incapable of budgeting, paying routine bills, and keeping track of financial matters.

ELIGIBILITY: Persons must receive Social Security or some type of disability benefit. The recipient must be certified by a physician or judge to be incapable of money management.

Clients Served:

Bedford	30	Moore	04	Arkansas	01
Coffee	32	Perry	06	Alabama	01
Franklin	21	Wayne	04	Kentucky	01
Giles	14	Dickson	01	Ohio	01
Hickman	08	Davidson	11	California	01
Lawrence	39	Decatur	01	Rutherford	01
Lewis	06	Hamilton	03	Summer	01
Lincoln	19	Montgomery	01		
Marshall	13	Williamson	01		
Maury	44	Wilson	03	TOTAL	268



CRPP GOALS:

- Ensure client funds are being used for their current needs or to be saved if not needed at this time.
- Ensure the client continues to meet eligibility requirements for disability payments.
- Develop and implement a monthly budget to ensure fund availability though out each month.
- Collaborate with other agencies to ensure the client is receiving appropriate services.

ALCOHOL/DRUG SAFETY EDUCATIONAL PROGRAM- Prime for Life

Rebekah Provost-Emmons, Program Director

INSTRUCTOR: Jim Beck

STAFF: 2

FUNDING SOURCE: Local Performance Based

PARTICIPANTS: 97

PROGRAM OBJECTIVE: The Tennessee State Law (T.C.A. section 55-10-403) requires all persons convicted of driving under the influence of alcohol and other intoxicating drugs to receive a minimum of 12 hours of education pertaining to substance abuse and their ability to drive. The course must cover the traffic aspect of alcohol and drug use; physiological and psychological aspects of alcohol and other drug use. The court ordered educational program must be completed prior to having their driving privileges reinstated.

CLASS ATTENDEES:	
Hickman	24
Lawrence	40
Marshall	33
TOTAL	97

SERVICES PROVIDED: SCHRA has established an Alcohol/Drug Safety Program in Hickman, Lawrence and Marshall Counties. The class is held in Centerville on the first Saturday of each month; in Lawrenceburg on the second Saturday of the month; in Lewisburg on the third Saturday of the month.

EMERGENCY FOOD ASSISTANCE PROGRAM

Commodities

Dee Dee Sneed, Program Director

STAFF: 3

FUNDING SOURCE: Tennessee Department of Agriculture

UNDUPLICATED CLIENTS: 3,247 (July 2015– June 2016)

PROGRAM OBJECTIVE: The South Central Human Resource Agency contracts with the Tennessee Department of Agriculture to distribute donated food items to households living in the 13 county service area.

PROGRAM ELIGIBILITY: Eligible households are defined as those households meeting one of the following requirements: 1) fall at or below 150% of the federal poverty guidelines; 2) proof of assistance programs such as food stamps, TANF, SSI, Families First, public housing, and Low Income Heating Energy Assistance Program.

The Commodity Program fiscal year is October 1 – September 30.

This program utilizes 200+ volunteers with a total 2,070 volunteer hours at the distribution sites.

SERVICES PROVIDED:

COUNTY	CLIENTS	TOTAL UNITS DISTRIBUTED BY SCHRA
Bedford	323	45,829
Coffee	309	40,633
Franklin	340	42,638
Giles	205	27,501
Hickman	296	38,728
Lawrence	270	39,511
Lewis	206	30,607
Lincoln	386	53,946
Marshall	189	29,986
Maury	178	25,294
Moore	100	13,011
Perry	140	18,361
Wayne	305	40,702
TOTAL	3,247	446,747 *

**TOTAL UNITS RECEIVED BY
SCHRA
JULY 2015–JUNE 2016:
527,164**

**TOTAL \$ AMOUNT DISTRIBUTED
MAY 1, 2016 – JUNE 30, 2016
\$93,926.89**

*Thru March 2016. On May of 2016, we changed to a new reporting system that counts dollar amounts instead of units.

COMMUNITY CORRECTIONS PROGRAM

Rebekah Provost-Emmons, Program Director

CASE OFFICERS: Vicki Davenport, Katie Campbell, Shane Uselton,
Brandon Jean, Anthony Perocchi, Travis Brown

COUNSELOR/CASE MANAGER: Sharon Medley

SURVEILLANCE OFFICER: Kevin Brown

FUNDING SOURCE: TN Department of Corrections

PARTICIPANTS: 475

PROGRAM OBJECTIVE: Community Corrections is designed to help alleviate the overcrowding of prisons and jails by offering constructive sentencing options for non-violent offenders. The SCHRA Community Corrections Program serves the Circuit Courts of the 14th Judicial District – Coffee County, the 17th Judicial District – Bedford, Lincoln, Moore, and Marshall Counties, and the 22nd Judicial District – Giles, Lawrence, Maury and Wayne Counties. This program provides intensive monitoring of offenders, and includes necessary services to enhance a successful reintegration into society.

SERVICES PROVIDED: Case Officers provide court-ordered supervision for non-violent felony offenders. This includes referral and linkage to ancillary and wraparound services as indicated by in house assessments. Funds are also available for substance use and mental health assessments and treatment, and clients can be referred to outpatient and inpatient treatment as indicated based upon needs. In house supportive services include: Pro-Social Life Skills, Outpatient Mental Health Treatment, Outpatient Substance Use Treatment, Anger Management, Basic Life Skills Training, Employment, Budgeting, and Educational Services.

The following amounts were generated by Community Corrections participants in FY 2015/2016:

Victim Restitution Paid:	\$ 24,931.50
Court Costs/Fines Paid:	\$102,830.73
Wages Earned:	\$659,225.50
Child Support Paid:	\$ 13,156.20
Community Service Hours Worked:	4,989
Value of CSW (at \$7.25 per hour):	\$ 36,170.25
Number of face-to-face client contacts:	10,280
Number of Home Visits:	1,312



PARTICIPANT ELIGIBILITY: Participants are sentenced to the program by the residing judges in Circuit Court, based on eligibility guidelines as established under Tennessee Code Annotated 40-36-106 et seq.

HEAD START/EARLY HEAD START PROGRAM

Laure Hopper, Program Director

ASSISTANT DIRECTOR: Jessica Chambers Miller

FUNDING SOURCE: U. S. Department of Health & Human Services;
USDA funded by TN Department of Human Services

About Us:

SCHRA HS/EHS is located in Southern Middle Tennessee and we serve children and families in thirteen counties. We are the sixth largest program of the twenty-one programs in the state. Our funded enrollment for Head Start is 945 and 44 for Early Head Start. EHS Expansion occurred during this program year adding 128 more slots for children under age three and pregnant women. This brings our funded enrollment to 1,117. We have maintained 100% of our enrollment every month except for the 60 days prior to the end of the school year. EHS Expansion was fully enrolled in June 2016. We have 24 centers and 3 Pre-K collaborations, totaling 80 classrooms. Our Head Start operates full day (8:00a.m.-2:30p.m.) Monday thru Thursday, August-May. Our Early Head Start operates full day (8:00a.m.-2:00p.m.) Monday thru Friday, August- May with home base services provided June-July. Our centers are Tennessee State Childcare licensed, which implement the three-star rating system that uses the ECERS-R and ITES-R to monitor learning environments and teaching practices.



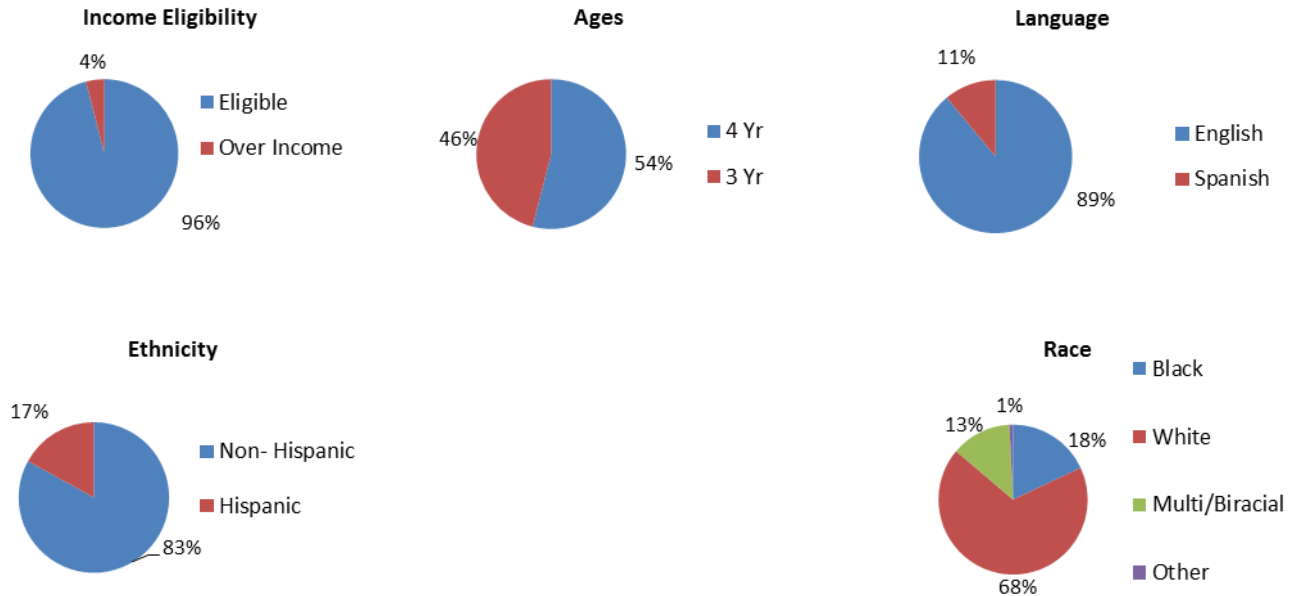
We strive to meet the high demand for early care in our areas. Early Head Start is of great need in our areas and our EHS waiting lists ranged from 33 to 86 at each center, totaling 157 children and families in need for services.

Collaborations with local school systems have resulted in blended funding and classrooms that enroll both Pre-K children and Head Start children. Three collaboration agreements are in place with Franklin, Maury and Wayne Counties. The Head Start staff work closely with our public school partners to ensure that Head Start child development services are maintained and monitored in the participating classrooms. These collaborations continue to bring about new challenges and opportunities to provide enhanced services to children and families in need.

Audit Information:

The 2015 Audit resulted in no deficiencies and compliance with the requirements for the Head Start /Early Head Start Program.

Our Demographics:



School Readiness:

We know that school readiness should take on a holistic approach and that is why we focus on not only academic skills, but medical needs, family's needs, and the family's preparedness. Along with establishing school readiness goals for the children we acknowledge that parents are their child's first educators and will continue to be throughout their child's educational career. We have developed involvement activities that support parents engagement in their child's learning. Some examples of these are; parent's input in their child's School Readiness Goals, Make and Take Activities focused on School Readiness, Activity nights covering literacy, health eating habits, etc., Grilling and Building with Guys for male involvement, Kindergarten Transitions activities and Monthly Parent Meetings. Another way that we prepare children for kindergarten is by utilizing the CLASS tool. Class is an observation tool that focuses on the quality of teacher-child interactions. These interactions are meant to enhance the child's learning through effective questioning and feedback that will promote children's thought process as well as support their autonomy.

The following facts and charts summarize the children's progress over the program year.

Health:

- ✓ 95% of children and pregnant women had insurance
- ✓ 98% had ongoing source of health care
- ✓ 99% children and pregnant women received medical exams at the end of the program year
- ✓ 89% had accessible dental care
- ✓ 86% received preventative dental care by the end of the program year
- ✓ 95% up to date on all immunizations
- ✓ 2% received all immunizations possible, not up to date for age or exemption for immunizations

Disabilities:

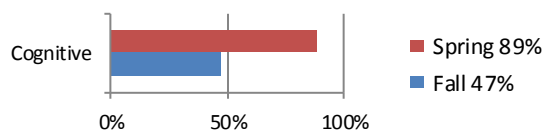
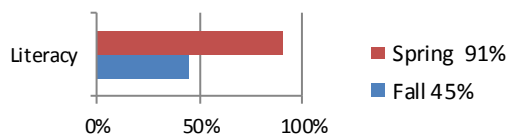
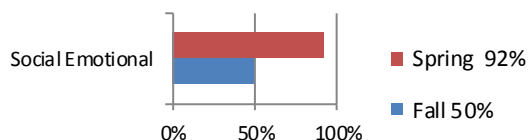
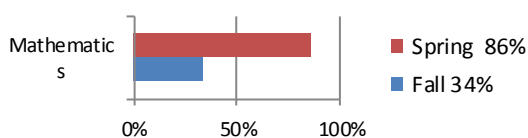
- ✓ 11% of children had IEP/IFSP
- ✓ 44% were identified and diagnosed during program year
- ✓ 56% were diagnosed prior to enrollment

Mental Health:

- ✓ Consultant met with staff regarding 50 children's behavior/mental health
- ✓ Consultant met with 36 families regarding their children's behavior/mental health
- ✓ 16 families were referred to outside services

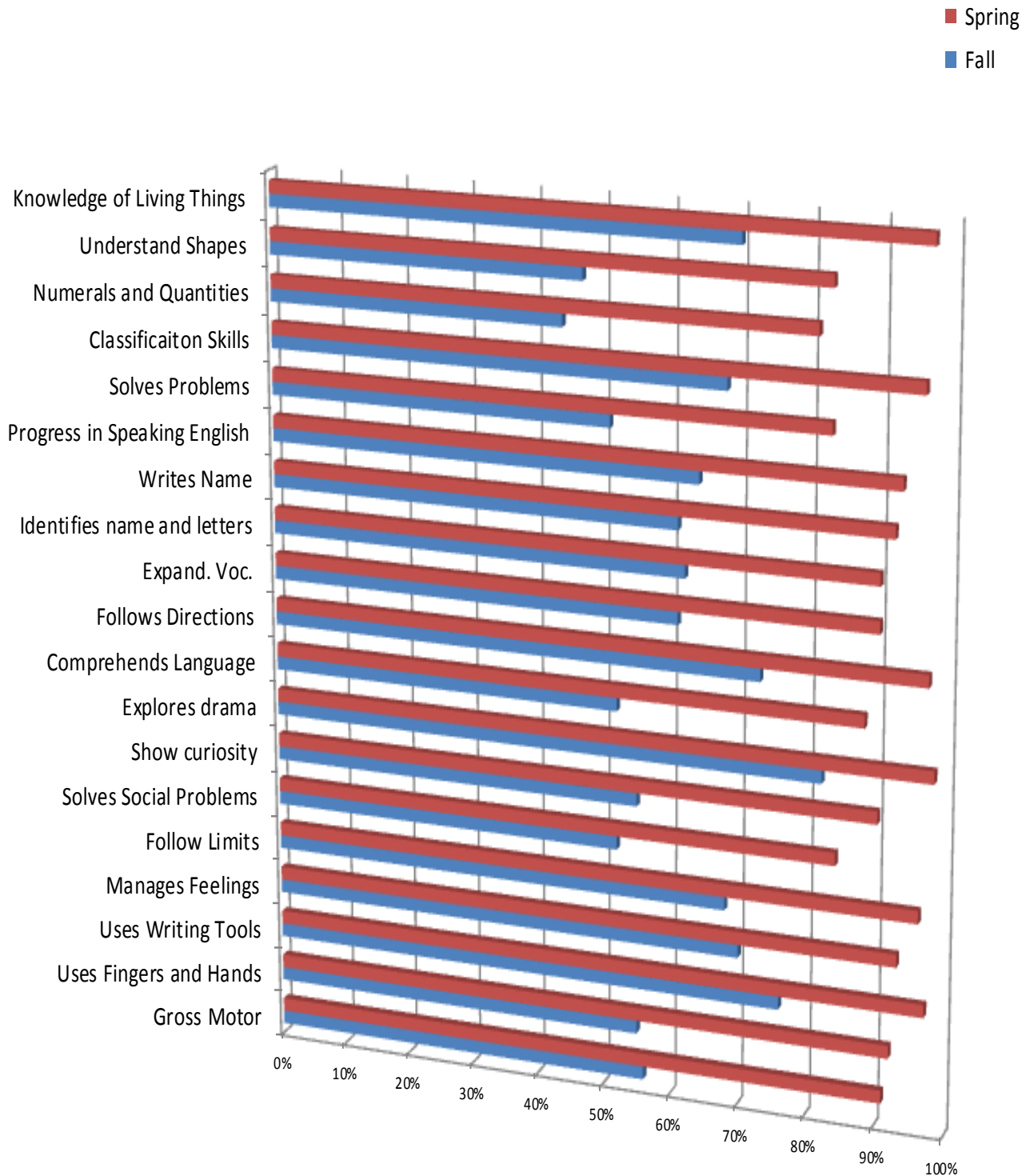
2015-2016 Child Outcomes:

Areas of Largest Gains:



School Readiness Outcomes:

(Children Meeting Expectations by Age)

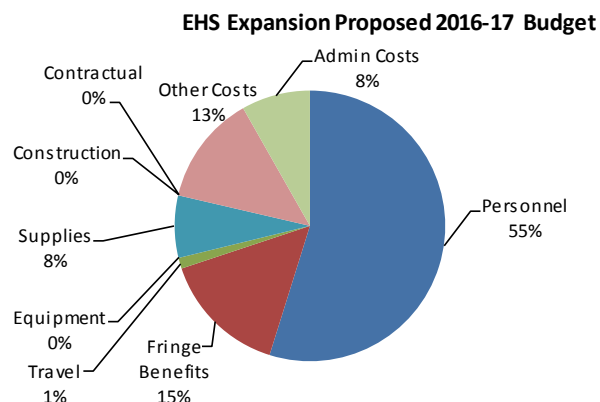
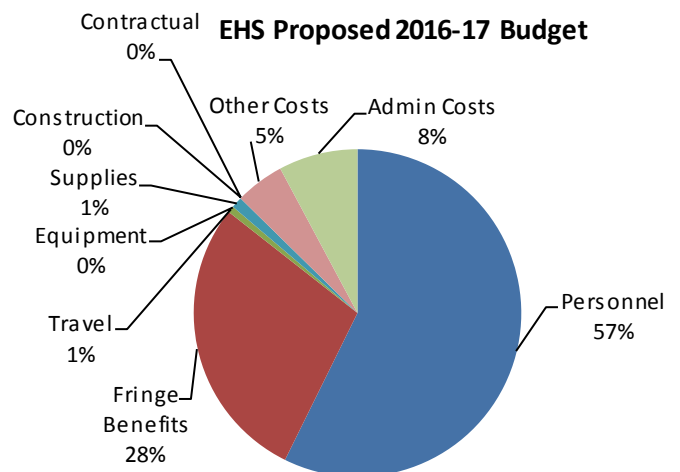
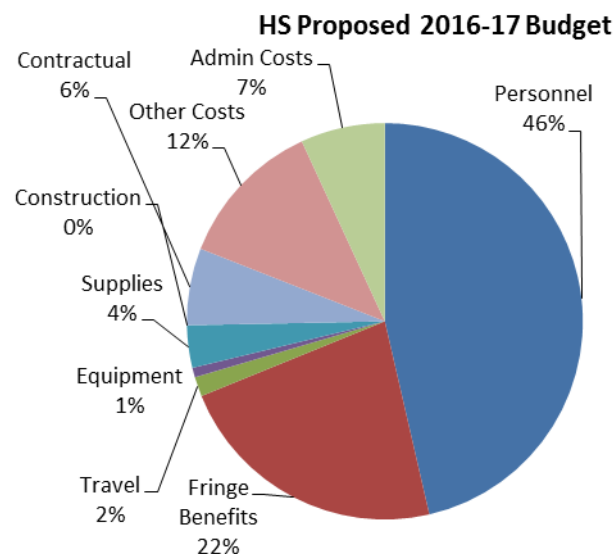


2015-2016 Head Start/Early Head Start Budget Reference

- Personnel- HS/EHS Personnel
- Fringe Benefits- FICA, Unemployment, Workman's Compensation, Retirement, Health/Dental Insurance
- Travel- Mileage, Lodging, Registration, Etc.
- Equipment- Vehicle Purchase
- Supplies- Office supplies, medical/dental supplies, classroom supplies, food service supplies, etc.
- Contractual- Reimbursement for Teacher Assistant's salaries with Pre-K contracts,
- Construction- fire alarm system, etc.
- Other- Rent, utilities, insurance, building maintenance, parent services, printing, staff development, field trips, etc.
- Admin- In-direct Costs

Public/Private Funds Received July 2015-June 2016

Source	Amount
Unitarian Universalist Church	\$ 100.00
Woodmen of the World	\$ 100.00
Park City Recycling	\$ 61.50
Oliver Technologies	\$ 500.00
Total	\$ 761.50



2015-2016 Proposed BudgetsHead Start

Personnel	\$3,255,261
Fringe	\$1,608,412
Benefits	
Travel	\$112,000
Equipment	\$46,000
Supplies	\$211,634
Construction	\$0
Contractual	\$443,092
Other Costs	\$783,130
Admin Costs	\$578,222
Total	<u>\$7,037,751</u>

Early Head Start

Personnel	\$318,682
Fringe	\$159,240
Benefits	
Travel	\$2,500
Equipment	\$665
Supplies	\$7,358
Construction	\$0
Contractual	\$0
Other Costs	\$38,492
Admin Costs	\$47,425
Total	<u>\$574,362</u>

Early Head Start Expansion*March 2015-August 2016*

Personnel	\$1,625,247
Fringe	\$853,051
Benefits	
Travel	\$23,484
Equipment	\$0
Supplies	\$182,902
Construction	\$0
Contractual	\$0
Other Costs	\$343,150
Admin Costs	\$272,166
Total	<u>\$3,300,000</u>

2015-2016 ExpendituresHead Start

Personnel	\$3,176,932
Fringe	\$1,491,708
Benefits	
Travel	\$100,123
Equipment	\$45,838
Supplies	\$525,629
Construction	\$0
Contractual	\$418,250
Other Costs	\$776,076
Admin Costs	\$449,615
Total	<u>\$6,984,171</u>

Early Head Start

Personnel	\$319,903
Fringe	\$163,402
Benefits	
Travel	\$5,096
Equipment	\$0
Supplies	\$6,730
Construction	\$0
Contractual	\$0
Other Costs	\$29,751
Admin Costs	\$38,946
Total	<u>\$563,828</u>

Early Head Start Expansion*March 2015-August 2016*

Personnel	\$1,195,502
Fringe	
Benefits	\$421,471
Travel	\$73,581
Equipment	\$0
Supplies	\$305,000
Construction	\$0
Contractual	\$0
Other Costs	\$518,755
Admin Costs	\$187,175
Total	<u>\$2,701,484</u>

Networking Office Annual Accomplishments

Patric Bennett, Network Administrator

Over the past year we have made great strides in modernizing our networking infrastructure. We have expanded our network from the Central Office out into the field, allowing users at the Neighborhood Service Centers and Head Start Centers to be able to access our data stores. We have also vastly increased our security through the implementation of firewall services at each of our locations. These and a number of other changes have placed us in a position to become more proactive instead of reactive. They also help us to more effectively meet our programmatic goals and requirements.

Network Expansion

The Agency network underwent a massive expansion during FY'16, going from a single site Local Area Network to a 40 site Wide Area Network. This has presented the Agency with a host of new capabilities ranging from better centralized management of computing assets to access to shared resources and data by the remote office personnel.

Central Office Cabling Upgrade

The cabling upgrade at the Central Office replaced over 50 old cable runs, repaired numerous longstanding deficiencies, and will allow for future expansion of networking capacity. The existing Category 5e cabling could handle a maximum data transfer rate of 1Gbps. The new Category 6 cabling will be able to handle up to 10Gbps. In addition, we reconfigured the Telecommunications rack and replaced all of the existing patch cables with a newer cabling management system.

Fiber Optic Internet Connectivity

In order to meet the increased bandwidth requirements generated by the Wide Area Network expansion as well as to meet increased need at the Central Office, the Agency upgraded its existing internet connection to a 50 X 2 Mbps fiber optic internet connection. This new circuit has vastly increased our internet connection capacity and handles all inbound connections from our remote offices as well as providing web browsing for the Central Office.

Agency-Wide Firewall Installations

Firewall installations at our remote office sites ensure that we are protected using industry standard best practices. The firewalls provide an additional layer of Antivirus protection to each office as well as protection against electronic intrusion. They also serve to provide high level encryption for all network traffic between the Central Office and Remote Office sites.

NOTES