



**EASTERN**  
**IDAHO**  
**COMMUNITY**  
**ACTION**  
**PARTNERSHIP**

**20**  
**18**  
**ANNUAL**  
**REPORT**





# TABLE OF CONTENTS

- 1** Letter from the Chief Executive Officer
- 2** Letter from the Board Chair
- 3** Community Action Promise and Mission Statement
- 4** Goals and Strategies
- Results: Statistics and Success Stories of Building a Stronger Community...
- 5** One Life at a Time
- 7** One Child at a Time
- 9** One Meal at a Time
- 11** One Home at a Time
- 13** One Partnership at a Time
- 14** One Volunteer at a Time
- 15** One Donation at a Time
- 16** One Education at a Time
- 17** 2017 Report - Financial Audit Results
- 19** 2018 Report - Financial Audit Results
- 21** Birth to Five - Proposed Budget and Services
- 22** Birth to Five 2017-2018 School Year Report
- 25** Event Photos

# FROM THE CHIEF EXECUTIVE OFFICER



It is with great excitement that I can take the opportunity to address you as the Chief Executive Officer of Eastern Idaho Community Action Partnership, Inc. once again. We have such a great organization, made that way by the wonderfully dedicated individuals that make up our staff. This year we are celebrating our 51st anniversary of existence.

As I reflect over my career here at EICAP I can't help but marvel at the remarkable things that have happened over that time. All of it due to great employees grabbing hold of our mission and doing everything they can to help people and change lives. In 2018 we continued to travel that path of doing remarkable things. I would like to highlight a few of those items in my limited amount of space.

In October of 2018 we finalized, and the Board of Directors approved the Strategic Plan for the organization to act as our road map of major goals for the next five years. This was a large accomplishment as the Board of Directors along with the Leadership Team of the organization worked very hard to make sure that the plan was reflective of the needs outlined in our assessments, while still be a working document that wouldn't reside on a shelf collecting dust until the next plan was due.

During the 2018 fiscal year we were able to apply for and receive permission to pre-pay our mortgage loans for the Lost Rivers Apartments located in Arco Idaho. This was significant as it was the first step to be taken to be able to sell the properties. These properties have experienced low occupancy rates for many years and had become a financial drain on the organization. We received that approval and within days of the end of the year we paid those properties off. Subsequent to the end of the year we sold that property. The monies received from that sale will be used to payoff the amounts owed to EICAP with the remainder being placed in our unrestricted funds to be used in the fulfillment of our mission.

Another huge accomplishment was the completion of a complete overhaul of our Employee Handbook. This was a project that took the leadership team, led by Melissa Butler in Human Resources, a couple of years to complete. I am very happy with the result and the Handbook should serve us very well going into the future.

I am also proud to highlight the fact that we have more employees than ever working on becoming Certified Community Action Professionals (CCAP's) and we have two employees working on becoming Certified ROMA (Results Oriented Management and Accountability) Implementers. This is significant as it shows the level of commitment and dedication the employees of the organization have to the mission and vision of Community Action.

I will close by saying that I am so blessed to be working in such a great organization, surrounded by such great people, doing the great work that we do in "Helping People and Changing Lives".

1

**Jay G. Doman, CEO**

*Eastern Idaho Community Action Partnership, Inc.*

# FROM THE BOARD CHAIR



As I begin my tenure as Board Chair, I have had an opportunity to reflect on the past years as a Board member, and the many amazing things I have learned about what is accomplished in our community thanks to the dedication of the staff and volunteers of EICAP.

Usually, when people think of change – it is not in a positive light. Change can bring stress, anxiety and worry. My experience with all the works of EICAP is that change is good! Thanks to EICAP and the many dedicated staff members and volunteers, change for the members of our community means growth and improvement. It means dinner on the table. It means a safe and stable home environment. It means access to earning a GED, which can open so many opportunities never before considered. It means knowing our elderly neighbors and family members are not forgotten. With the help of EICAP, change for many is

progress! Change is good!

Over the past few years, I have had the privilege of meeting a number of staff members at EICAP. It is seeing the passion in your eyes, and hearing the excitement in your voices as you talk about what you do every day that keeps me committed to being a member of the Board. It is seeing the passion in your eyes and hearing the excitement in your voices that allows me to wake up every day knowing that I can look past the negative news of the day and know that people do care, and that people can and do make a difference in the lives of others in our community – every single day.

“Helping People, Changing Lives” is not just a slogan, or even a mission statement. It is a mission. A mission that is heartfelt and genuinely traveled every day by this organization.

As stated by Margaret Mead, “Never believe that a few caring people can’t change the world. For, indeed, that’s all that ever have.” Thank you for everything you do. I am honored to be associated with this organization.

## Kathy Harris

*EICAP Board of Directors*

The background of the page is decorated with a repeating pattern of light blue, stylized leaves of various shapes and sizes, scattered across the white background.

# COMMUNITY ACTION PROMISE

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

## EICAP'S MISSION STATEMENT

Eastern Idaho Community Action Partnership helps and empowers at risk individuals and families meet their basic needs and increase their independence through support and education.



# GOALS AND STRATEGIES

## Empowering Low-Income Individuals and Families

- 1 Reduce barriers to obtaining and maintaining affordable housing among low income households.

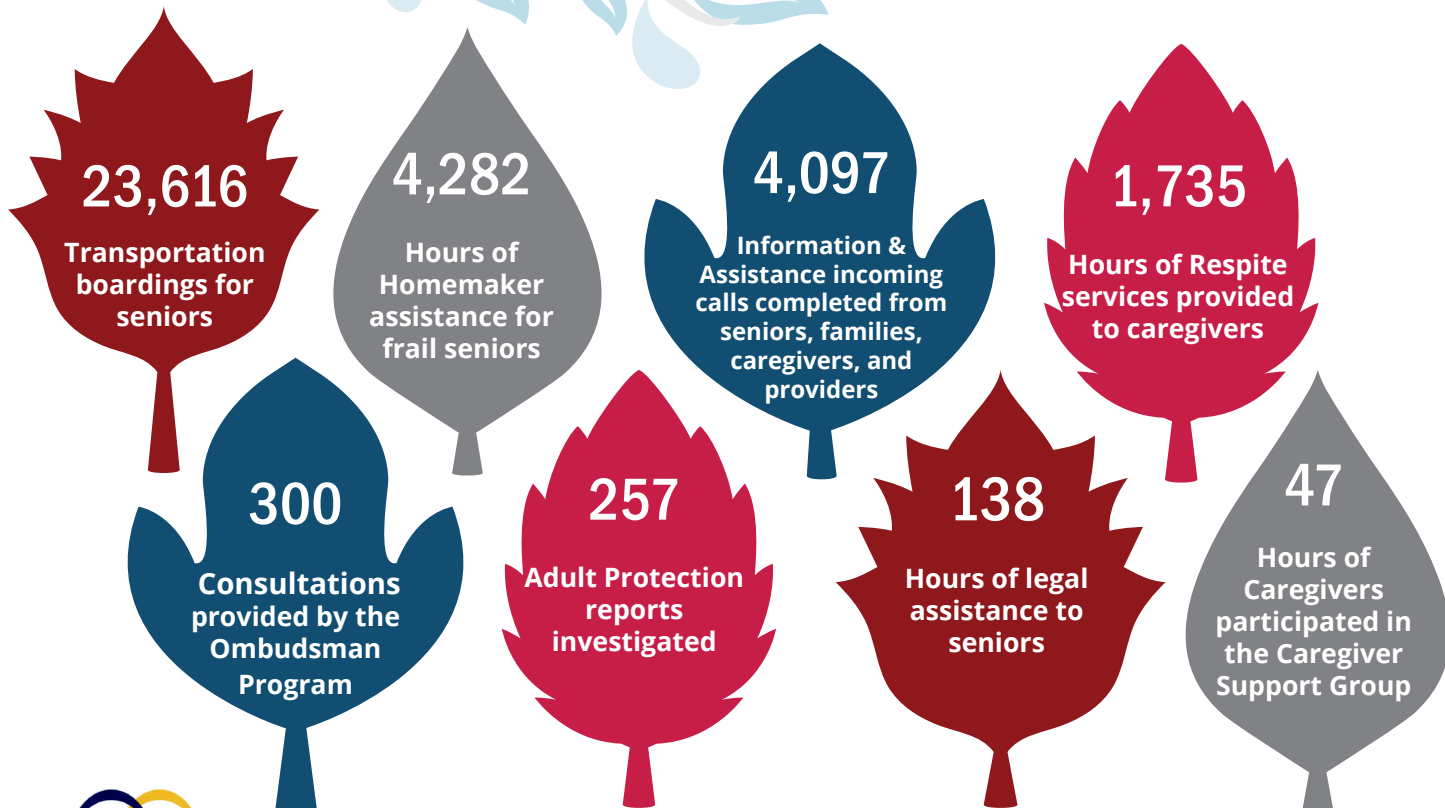
## Engaging and Revitalizing our Community

- 2 Expand the availability and quality of affordable housing within our community.

## Increasing our Agency's Capacity

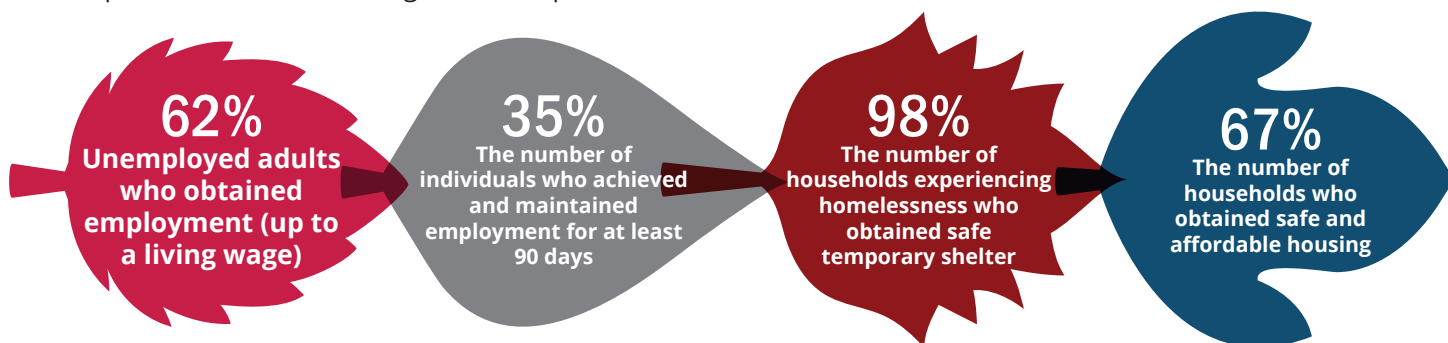
- 3 Increase the availability of unrestricted dollars to meet the diverse low-income needs of our community.
- 4 Establish EICAP as a leader among innovative, sustainable, and collaborative Head Start programs.

# BUILDING A STRONGER COMMUNITY...



The Aging Program provides many services to those who are age 60 and older. Such services include:

- In-home services
- Ombudsman assistance
- Legal advice, counseling, and representation
- Adult protection for abuse, neglect and exploitation
- Caregiver support and respite offering free time to caregivers
- Resources and support to grandparents raising grandchildren
- Congregate Meals and Home Delivered Meals

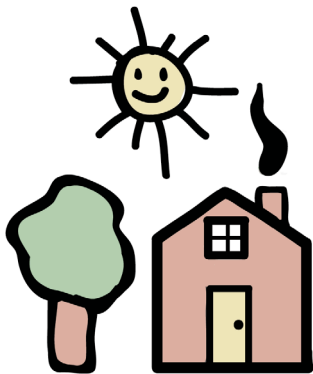
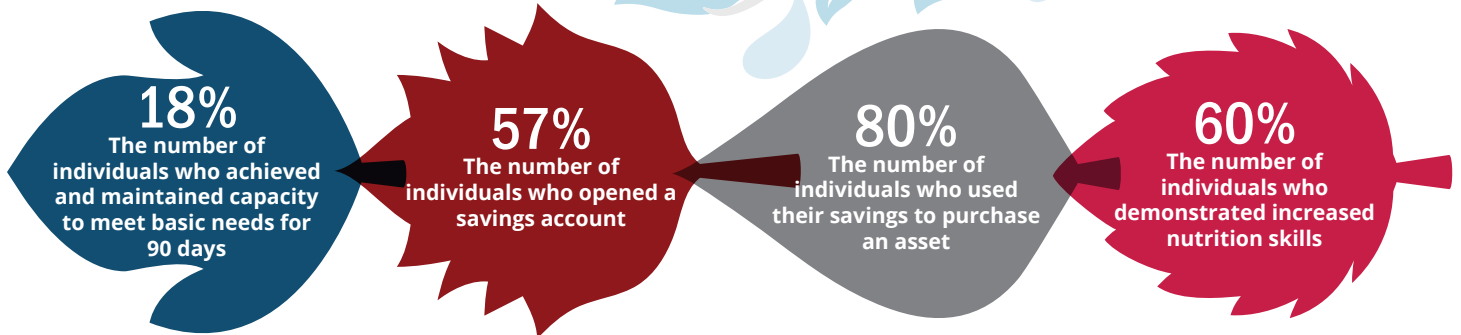


## The Haven Shelter

EICAP offers many family services such as and not limited to GED tutoring and tuition assistance. One main program within family services is The Haven Shelter. The Haven is a homeless shelter that provides emergency shelter, short term transitional housing and supportive services to homeless families and single women. EICAP works with People to develop a plan that will lead them to self-sufficiency.



# ONE LIFE AT A TIME



## Client Story | *Grace Rodriguez*

Grace Rodriguez came to the Haven on 9/28/17. She had just been released from jail and needed to start rebuilding her life. From the beginning, Grace remained highly motivated to make changes and to want better for herself and her family. She worked on custody issues and now has her son Junior living with her full time. She has had to regain his trust and he is happy to have his mother back. She is also able to communicate with her other children who said they would never have anything to do with her again. She is a great mom, very involved with his schooling and activities. It shows. Junior is a well-mannered, respectful boy that is a pleasure to have around the Haven.

She is on Wood Pilot Specialty Court. Doing very well, reaching out to learn about all the tools she can so that she never goes backwards again. There are no guarantees in life and at some point, you just make a leap of faith because you believe in someone and know that they will reach out to all their supports should they struggle.

She has done very well at work and has been promoted several times. She enjoys being stable and having all the normal responsibilities that come with life. They are not just chores, they are a life that she is happy with and you can just see the determination in her to make permanent changes. She has been budgeting with us and has done very well with that. She has enjoyed learning that skill. She has paid off a huge amount of financial debt since she has been at the Haven.

She has made mistakes in her past that impact her credit report and has a criminal background. I do not believe this defines her as a person. She has made mistakes that cannot be changed but she needs to be able to get past them. Grace is ready to live in her own place with her son. It will just be a change of location, and she will continue progressing well. She will continue budgeting with us once she leaves the Haven.



## Client Story | *Stephanie Bond*

Stephanie came to the Haven 1/23/18. She is on Felony Drug Court and had been living at the Grace House but they do not allow children and she was working on getting kids back (6 and 4 years old). She was very determined right from the start to make some serious changes in her life. She has been building a great support network and she is using all her new tools. Her kids are back with her full time and it has been great to watch them relax as they gain more confidence that their life is going to stay stable.

She is doing very well with her job at Jiffy Lube and has received several raises and a promotion. She has had struggles, not with using drugs, but with things that could lead to her giving up. Things like car break downs, custody issues and more. But she is very good at reaching out and talking things through. This diffuses the situation and allows her to see that the world is not going to cave in. We strongly believe that her income will continue going up and she has also applied for Idaho Housing many months ago.

She is very clean and organized. We have been having her teach other Haven clients cleaning and decluttering skills. She loves being a mother and her children are a priority in her life. Stephanie would keep budgeting with us after leaving the Haven. She is ready to live on her own and assume all the normal, daily living responsibilities. She has made mistakes in the past and just needs help getting back on a mainstream path.



# BUILDING A STRONGER COMMUNITY...

34

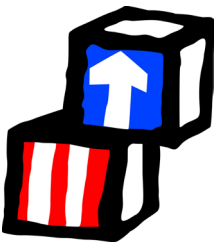
Grandparents participated in the Grandparents Raising Grandchildren Program

16

Children benefited from the Grandparents Raising Grandchildren Program

## Grandparents Raising Grandchildren

This program works with individuals who are in need of information, resources, and support regarding: medical, legal, behavioral and school issues. The Grandparents Raising Grandchildren Support Group meets on the 4th Tuesday of each month. Contact EICAP for more information: 208-522-5391



## Head Start Program

EICAP Head Start is a preschool program for families with children ages 3 to 5. We operate six Head Start centers in eastern Idaho. Two centers are in Idaho Falls and the others are in Blackfoot, Driggs, Rexburg, and Salmon. Early Head start is an early education program for families and children ages 0-3. We operate three Early Head Start Centers. Two centers are in Idaho Falls and the other in Blackfoot.

Within the classrooms, EICAP's staff is dedicated to helping children grow mentally, socially, emotionally, and physically ensuring that they are kindergarten ready. Head Start is the nation's premier pre-school program differing from others because services are not limited to the classroom or the child. Our support staff works with the entire family, helping parents to understand their importance as their child's first and most important teacher. Parents are encouraged to be involved in their child's education as well as continue their own. Additionally, parents learn to set goals for their family to improve their own self-sufficiency.

# ONE CHILD AT A TIME



# BUILDING A STRONGER COMMUNITY...

## Salmon Food Pantry

The Salmon office is dedicated to assisting community members in need. Whether that need is education, heat assistance, food, or just information on who to talk to next. We strive every day to provide our clients with a positive interaction and with the knowledge to improve their circumstances. We partner with a variety of community members from businesses, other nonprofits, and schools to individual community members that wish to be part of building their community up and assisting those most vulnerable.

- **1,909**– TEFAP – Food Boxes distributed
- **1,665** – Community Donations – Food boxes with Community Donations distributed
- **556** – CSFP – Food Boxes distributed



## Postal Food Drive - 2288 lbs of donated food

We also had the Boy scout Food Drive where we received 1439 lbs of food and the local High school Cross Country Team supports us by having a food drive in place of admissions for their race. They donated 204 lbs of food.

# ONE MEAL AT A TIME

## Rexburg Food Pantry

- **1,314** – TEFAP – Food Boxes distributed
- **1,319** – Community Donations – Food boxes with Community Donations distributed
- **324** – CSFP – Food Boxes distributed



**Boys Scouts Food Drive – 18,130 donated items**

**103,625**

Home Delivered meals served to seniors

**44,845**

Congregate Meals served to seniors

**3,223**

# of TEFAP food boxes distributed (The Emergency Food Assistance Program TEFAP)

**2,984**

# of boxes distributed with Community Donations

**880**

# of CSFP food boxes distributed. (Commodity Supplemental Food Program for Seniors)

**10**

# BUILDING A STRONGER COMMUNITY...

## Housing

In 2018 we owned and managed eleven properties, providing 351 units of safe, affordable housing. Four of the properties are designated as senior housing and the other seven properties are designated as family housing. Senior housing provides housing for persons who are 62 or over or handicapped or disabled and who meet income and tenant selection criteria.

Our housing department has worked very hard during 2018 to beautify the properties with needed repairs and improvements. We believe in providing clean and safe affordable housing for those that need it. We are very proud of our housing team and the work they do to keep our mission going forward.

5,106

Eligible households received LIHEAP (Low Income Home Energy Assistance) services

264

Eligible households received Energy Assistance from donations to local utility companies.

675

Eligible households received LIHEAP Crisis assistance.



Rick Hunter (left) and Ryan Raymond (right)



# ONE HOME AT A TIME

## Weatherization

Weatherization worked on and completed 102 homes with an average cost of \$7261.00. We served a total of 234 customers, 56 were disabled, 131 were children, and 48 were elderly.

We completed 32 homes in Bonneville County, 4 in Butte County, 3 in Custer County, 7 in Fremont County, 12 in Jefferson County, 4 in Lemhi County, 37 in Madison County, and 3 in Teton County.

Measures that we did include: New windows, new exterior doors, attic, floor and wall insulation, infiltration measures, (this includes, weather stripping old doors, replacing broken glass, sealing heat ducts, replacing dryer vents) we also installed duct insulation, smoke alarms, CO detectors, replaced old refrigerators, repaired or replaced water heaters and heating systems. We spent a total of \$740,622 on the 102 homes completed.

We also provide emergency services in the winter for families and individuals if their heating system goes out.

Eligibility is based on household income; we encourage all low-income families or individuals in need of assistance to apply. Staff are available to assist families and individuals apply for the year-round program.



*The following 4 responses are from some of the individuals and families that received assistance through EICAP's Weatherization program. All agreed that the work was satisfactory and that the job site was cleaned upon completion.*

“ My house is now a good place to be. I think my heating bill will be reduced by 50-75%. There is no draft or leaks around doors and windows. ”

**Butte**

“ The crew taught me much I didn't realize. Thank you! I'm thinking I'll save 30-40% on my heating bill now. ”

**Bonneville**

“ I learned I had a lot of heat waste. I believe I'll save 30% on my heating bill maybe more, I don't know yet. The guys did great. They were very professional and knowledgeable. I appreciate them. ”

**Fremont**

“ I learned a lot. The guys did a good job and were gentlemen, very nice. ”

**Bonneville**



# BUILDING A STRONGER COMMUNITY

## ONE PARTNER AT A TIME

### Partnership List and Contracted Providers:

AARP - Driver Safety Program	Home	QualiCare, Inc.
AARP - Tax Aid	Habitat for Humanity, Idaho Falls	Qualis Health
Assisting Hands Home Care	Henry's Fork Elementary	Rigby Senior Center
All Heart Home Care, LLC	Hospice of Salmon Valley	Ririe Senior Citizens Center
American Legion VFW	Idaho Art Lab	Rockwell Care
Area V Agency on Aging (Veterans-Directed Home and Community Based Services)	Idaho Falls Arts Council	Sacajawea Interpretive Center
Art Museum of Eastern Idaho	Idaho Falls Police Animal Shelter	Salmon Valley Senior Citizens Center
AS Long Nutrition (Dietitian Services)	Idaho Falls Senior Center	Salvation Army
Ashton Senior Center	Idaho Falls Symphony	School District 93
Challis Senior Center	Idaho Fish and Game	SCORE
City of Idaho Falls	Idaho Legal Aid	Senior Citizens of Teton County, Inc.
City of Refuge	Lemhi Co Economic Development Assoc. (LCEDA)	Snake River Animal Shelter
Community Food Basket	LIFE, Inc.	South Fremont Senior Citizens, Inc.
Dubois Food Bank	Lost River Senior Center	Sun Valley Charitable Foundation
Eastern Idaho Regional Medical Center	Mackay Senior Citizens Inc.	Targhee Regional Public Transportation Authority (TRPTA)
Eastern Idaho Visitor's Center	Madison Co Senior Citizens Assoc., Inc.	The Soup Kitchen
F.I.S.H. (Friends in Service Here)	Mountain View Hospital	United Way of Bonn. County
Family Safety Network	Mud Lake VFW 8893	West Jefferson Senior Citizens
First Choice Home Care	Museum of Idaho	White Pine Charter School
Freemed	National Search and Rescue Assoc.	Whitewater Therapeutic and Recreational
Friends of I.F Public Library	Personal Home Care, LLC	YMCA
Gables In-Home Care	Premium Choice Homecare, Inc.	
Good Samaritan Nursing		



# BUILDING A STRONGER COMMUNITY

## ONE VOLUNTEER AT A TIME



### Why Should I Volunteer?

The experiences and memories acquired when sharing your time and helping others is invaluable. It benefits both parties. You may:

- Gain the satisfaction of making a difference in someone's life and our community
- Have fun and meet new people
- Challenge your attitudes and beliefs
- Experience team work
- Develop life- and work place-skills
- Demonstrate responsibility and dependability to future employment opportunities
- Explore career opportunities and enhance your resume
- Improve your self-confidence
- Grow personally
- Expand your community networks

<http://www.eicap.org/volunteer>

### How to Get Involved:

There are volunteer activities that range from 1-2 hours each week to an occasional special project that might involve 10-12 hours of your time. We will consider new activities as well as fundraising events should you have any other ideas and talents that you wish to share.

**Head Start Program** - Needs volunteers to assist in the class room and during family literacy programs and special events.

**VOICE** - Improves the quality of care and makes a difference in the lives of elders who live in long-term-care facilities. Volunteers are trained and assigned to a facility to visit weekly, advocate and help solve problems for residents.

**SMP** - Senior Medicare Patrol trains volunteers to assist Medicare beneficiaries and their families avoid, detect, and prevent health care fraud.

**RSVP** - A volunteer program open to seniors aged 55 and over. Volunteers are given a pre-service orientation, on-the-job training from the placement agency or organization and supplemental insurance while on duty (discontinued as of 3/31/18).

# BUILDING A STRONGER COMMUNITY ONE DONATION AT A TIME

**Nov 5th, 2018**

We would like to give a big shout out and THANK YOU to Citizens Community Bank for their generous donation of \$1,500 to the Area VI Agency on Aging at EICAP!!!

**Jan 8th, 2018**

We would like to extend a big THANK YOU to our grant sponsors, Tate and Mallory Blair and The Gibney Family Foundation for their generous \$5,000 grant!! We will be utilizing these funds to start a program where we can purchase needed incontinence supplies for low-income seniors 60+. Feel free to call or email Morgan if you would like specific details or have any questions regarding this program.

Phone: (208) 522-5370 Ext. 1052 | Email: [mniel@eicap.org](mailto:mniel@eicap.org)

**TGFF** The Gibney Family  
FOUNDATION  
transformable solutions for independence



**Dec 7th, 2017**

The Area VI Agency on Aging at EICAP would like to thank Huntington Ingalls Industries, Inc. for their kindness and generous donations! We will be able to help to help several seniors in need. We live in such a great community!

**Nov 3rd, 2017**

We had an individual bring in a very generous donation of adult incontinence supplies on Fri. 11/3. The picture below only shows a small amount of the donation that we received. We have already been able to take some of these supplies out to local senior centers. We live in a very supportive community. Thank you for your kindness and generosity!!



# BUILDING A STRONGER COMMUNITY

## ONE EDUCATION AT A TIME

Thank you so much for your generosity with helping me go to school. I am excelling in my LADC classes!

### Angela Magnani Tuition Assistance

	Students	Tuition
Spring 2018	19	\$ 16,048.50
Fall 2018	14	\$ 12,455.00
Total	33	\$ 28,503.50

Thank you so much for all the help with tuition and school the last 4 years. I have gained so much knowledge and experience since beginning my college education and a large part of that opportunity came from the AMW tuition assistance fund. The opportunities that I have been given because of college will help me for the rest of my life and I will always be grateful for the AMW tuition assistance I received for helping make that possible and remember to give back to others during their years of college so that they have the same opportunities or more. Receiving the assistance has helped me pay for not only tuition but books as well during semesters that I haven't had enough money to pay for them myself, and I will never forget the help the rest of my left.

I am a proud participant of this program, I am currently doing the BYU Pathway program. I just finished my first semester and it has been amazing. I love the students I work with and the instructors who have taught many new skills. I have made new leaps and bounds through this program that will continue even after I graduate.

By this being said, I have so much gratitude for the help I received to continue my education. I love to learn and be a better mother for my family. To set an example for them to achieve greatness. Not only for my children also for foster children who I open our home too. They see how much of a blessing a scholarship is to

Hello, my name is Jose Benjamin Valiente. I would like to thank you for the great help your generous assistance has been for me during my first semester of college. It has been a very humbling experience having you help to begin my journey into my future education and career, and I feel that after this semester with your help, I have finally understood the importance of education, and the sacrifices others have given for people like me to obtain that privilege.

The scholarship is making my life a whole more easier, with 2 kids and as a single parent, I was really concerned that with my financial aid and without a steady job I was not going to be able to take my kids to a good and reliable day care, to provide a house or to cover any of their necessities as with my financial aid I had to buy the tools require on my program for the current semester. With the assistance received, I can now say that my oldest son is attending his 2<sup>nd</sup>. Grade; my daughter just started kindergarten and they both have a good after school day care; the assistance added to the financial aid help me on buying the majority of the tools require this semester, as well as the school supplies, uniforms and registration fee for my kids.



# 2017 REPORT

## WIPFLI<sub>LLC</sub>

### **Independent Auditor's Report**

Board of Directors  
Eastern Idaho Community Action Partnership, Inc.  
Idaho Falls, Idaho

### **Report on the Financial Statements**

We have audited the accompanying consolidated financial statements of Eastern Idaho Community Action Partnership, Inc. and Affiliates, which comprise the consolidated statement of financial position as of October 31, 2017, and the related consolidated statements of activities and cash flows for the year then ended and the related notes to the consolidated financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated 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 consolidated financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, 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 consolidated financial statements are free from material misstatement. The financial statements of Aspen Park, Inc., and Lincoln Road, LLC, subsidiaries of Eastern Idaho Community Action Partnership, Inc., were not audited in accordance with *Government Auditing Standards* as these entities did not receive federal funding.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated 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 entity'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 consolidated financial statements.

# FINANCIAL AUDIT RESULTS

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 consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of Eastern Idaho Community Action Partnership, Inc. and Affiliates as of October 31, 2017, and the changes in their net assets and their cash flows for the year then ended in accordance with accounting principles generally accepted in the United States.

## Other Matters

### *Supplementary Information*

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying schedule of expenditures of federal awards, Schedule A, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* and the consolidating statement of financial position, Schedule B, and consolidating statement of activities, Schedule C, are presented for purposes of additional analysis, and are not a required part of the consolidated 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 consolidated financial statements. Such information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements as a whole.

### *Other Reporting Required by Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated May 15, 2018, on our consideration of Eastern Idaho Community Action Partnership, Inc. and Affiliates' 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 solely 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 the effectiveness of Eastern Idaho Community Action Partnership's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* considering Eastern Idaho Community Action Partnership, Inc. and Affiliates' internal control over financial reporting and compliance.



Wipfli LLP

May 15, 2018  
Madison, Wisconsin



# 2018 REPORT

**WIPFLI**<sub>LLP</sub>

## **Independent Auditor's Report**

Board of Directors  
Eastern Idaho Community Action Partnership, Inc.  
Idaho Falls, Idaho

### **Report on the Financial Statements**

We have audited the accompanying consolidated financial statements of Eastern Idaho Community Action Partnership, Inc. and Affiliates, which comprise the consolidated statement of financial position as of October 31, 2018, and the related consolidated statements of activities and cash flows for the year then ended, and the related notes to the consolidated financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated 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 consolidated financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, 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 consolidated financial statements are free from material misstatement. The financial statements of Aspen Park, Inc. and Lincoln Road, LLC, subsidiaries of Eastern Idaho Community Action Partnership, Inc., were not audited in accordance with *Government Auditing Standards* as these entities did not receive federal funding.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated 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 entity'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 consolidated financial statements.

# FINANCIAL AUDIT RESULTS



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 consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of Eastern Idaho Community Action Partnership, Inc. and Affiliates as of October 31, 2018, and the changes in their net assets and their cash flows for the year then ended in accordance with accounting principles generally accepted in the United States.

## **Other Matters**

### ***Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying schedule of expenditures of federal awards, Schedule A, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* and the consolidating statement of financial position, Schedule B, and consolidating statement of activities, Schedule C, are presented for purposes of additional analysis and are not a required part of the consolidated 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 consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated May 15, 2019, on our consideration of Eastern Idaho Community Action Partnership, Inc. and Affiliates' 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 solely 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 the effectiveness of Eastern Idaho Community Action Partnership's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* considering Eastern Idaho Community Action Partnership, Inc. and Affiliates' internal control over financial reporting and compliance.

*Wipfli LLP*

Wipfli LLP

May 15, 2019  
Madison, Wisconsin

# BIRTH TO FIVE PROGRAM

## PROPOSED BUDGET & SERVICES

### ACTUAL 2018

Head Start Federal Grant	\$ 2,554,733.00
USDA Revenue	\$ 182,980.37
TANF Grant	\$ 145,264.00
United Way Grant	\$ 25,145.21
EHS Budget	\$ 1,305,943.00
Non-Federal Share	\$ 969,794.03

#### Head Start

Salaries and Benefits	\$ 1,816,743.96
Professional Fees and Consultants	\$ 71,848.39
Misc.	\$ 202,187.86
Supplies and Materials	\$ 263,000.04
Occupancy	\$ 81,393.36
Training	\$ 119,559.39
<b>Total</b>	<b>\$ 2,554,733.00</b>

#### Early Head Start

EHS Salaries and Benefits	\$ 1,101,401.82
Professional fees and Consultants	\$ 32,514.42
Misc.	\$ 87,455.55
Supplies and Materials	\$ 31,463.26
Occupancy	\$ 16,681.34
Training	\$ 36,426.61
<b>Total</b>	<b>\$ 1,305,943.00</b>

### BUDGET 2019

Head Start Federal Grant	\$ 2,851,498.00
USDA Revenue	\$ 184,180.00
TANF Grant	\$ 145,264.00
United Way Grant	\$ 10,000.00
EHS Budget	\$ 1,339,092.00
Non-Federal Share	\$ 944,379.75

#### Head Start

Salaries and Benefits	\$ 2,295,333.88
Professional Fees and Consultants	\$ 31,903.51
Misc.	\$ 205,746.45
Supplies and Materials	\$ 177,805.83
Occupancy	\$ 60,463.00
Training	\$ 80,245.33
<b>Total</b>	<b>\$ 2,851,498.00</b>

#### Early Head Start

EHS Salaries and Benefits	\$ 1,090,691.31
Professional fees and Consultants	\$ 23,360.68
Misc.	\$ 118,441.91
Supplies and Materials	\$ 26,054.46
Occupancy	\$ 41,653.64
Training	\$ 38,890.00
<b>Total</b>	<b>\$ 1,339,092.00</b>





# BIRTH TO FIVE PROGRAM

## 2017-2018 SCHOOL YEAR REPORT

- 266** Total number of Head Start children
- 253** Total number of Head Start families
- 89** Total number of Early Head Start children
- 75** Total number of Early Head Start families
- 69,499** Total Meals Served

### Head Start:

- 100%** Average monthly enrollment
- 98%** Percentage of children with health insurance
- 98%** Percentage of children enrolled that received medical exams
- 100%** Percentage of children enrolled that received dental exams
- 95.8%** Percentage of enrolled children that received up-to-date immunization

### Early Head Start:

- 100%** Average monthly enrollment
- 100%** Percentage of children with health insurance
- 100%** Percentage of children enrolled that received medical exams
- 98%** Percentage of children enrolled that received dental exams
- 97%** Percentage of enrolled children that received up-to-date immunization



# BIRTH TO FIVE PROGRAM

## 2017-2018 SCHOOL YEAR REPORT CONTINUED

### Efforts to prepare children for kindergarten

EICAP's efforts to prepare children for kindergarten during the 2017-2018 school year can be summarized as follows:

- 1** Provide a research based curriculum that the Head Start and Early Head Start Teachers teach from. The curriculums are:
  - a. InvestiGator Club for Head Start
  - b. Creative Curriculum for Early Head Start
  - c. Second Step
  - d. Talk About Touch
  
- 2** Provide research based screenings.
  - a. ASQ-3 (Ages and Stages Questionnaires) for Developmental
  - b. DECA for Social/Emotional twice a year for Head Start and three times a year for Early Head Start
  
- 3** Use a research based assessment tool to monitor children's progress towards Kindergarten Readiness.
  - a. TS Gold
  
- 4** All Head Start families with two Education Home Visits and two Education Parent Teacher Conferences a year which is dependent on when the child/children entered Head Start. Early Head Start families also receive a 3rd Education Parent Teacher Conference. On these visits information is provided individually to families to help work on their children's skills at home and school. Individual Goals are set for each child by the parents and the curriculums support the growth of the child's knowledge towards mastery of these skills.

### EICAP School Readiness Goals:

#### *Approaches to Learning*

1. Children will participate in and complete tasks and activities, projects and experiences with curiosity.
2. Children will balance needs and rights of self and others.

#### *Social Emotional*

1. Children engage in positive interactions with adults and peers in a variety of situations, including everyday routines.

## Language and Literacy

1. Children will engage in language during conversation, songs, stories and other learning experiences.
2. Children will discriminate and identify sounds in spoken language.
3. Children will show awareness of print in various settings and understand different functions of printed forms.

## Cognition

1. Children will develop reasoning, memory, problem-solving, and thinking skills to understand and organize their world.
2. Children will associate number concepts, vocabulary, quantities and numerals.
3. Children will understand attributes and relative properties as related to size, capacity and area.
4. Children will use senses and tools, including technology, to gather information, investigate materials and observe processes and relationships.

## Perceptual, Motor, and Physical Development

1. Children will development gross motor skills to explore their environment and experiment with different ways of moving their bodies.
2. Children will develop eye-hand coordination to perform actions, use tools, explore and play.



## Parent Involvement Activities

Throughout the 2017-2018 school year each of our centers send home worksheets with the families. These sheets have ideas of items they can work on with children while at home. We also encourage parents to volunteer in the program when they are available. In addition, every month each center does a parent involvement activity (parent meeting). During this time, they provide trainings for parents and activities for the parent and child to do together. Some the activities each center has done are listed below:

### Blackfoot

- Introduction to the Curriculum
- Ostermiller Counseling – Mental Health

### Driggs

- Ice Skating
- Rock Climbing
- Ostermiller Counseling – Mental Health

### Hoopes

- Ostermiller Counseling – Mental Health
- Eat Smart Idaho

### Salmon

- Breakfast and a Book Superstar
- Ostermiller Counseling – Mental Health

### IF East

- Introduction to the Curriculum
- Education and Early Intervention
- Dance with Dad – Male Involvement
- Ostermiller Counseling – Mental Health
- Learning About Library Programs

### IF West

- Introduction to the Curriculum
- Ostermiller Counseling – Mental Health
- Molding with the Art Museum
- Nutrition

### Rexburg

- Introduction to the Curriculum
- Ostermiller Counseling – Working with Challenging Behaviors
- Oral Health
- Literacy Night With the Library

### Skyline

- Eat Smart Idaho
- Ostermiller Counseling – Mental Health

# EVENTS



## Senior HEALTH & SAFETY Fair

*2018 Second Annual*

**EVERYTHING HEALTH, SAFETY & LIFESTYLE**

FREE COMMUNITY EVENT  
 SATURDAY, MAY 12, 2018 | 11AM TO 3PM  
 COLLEGE OF EASTERN IDAHO  
 (BUILDING 3—CAFETERIA)  
 1600 S. 25th E. Idaho Falls

ENTERTAINMENT WILL INCLUDE PERFORMANCES BY THE OLD TIME FIDDLERS AND THE GYPSY CABARET BELLY DANCE TROUPE. THERE WILL ALSO BE DOOR PRIZES.  
 \*MUST BE PRESENT TO WIN

*Sponsors*

*Special Thanks to*

AHRENS DEANGELI LAW GROUP • AVALON HOME HEALTH & HOSPICE • BOOD SAMARITAN SOCIETY • HOSPICE OF EASTERN IDAHO  
 IDAHO FALLS SENIOR CITIZENS' COMMUNITY CENTER • TARGHEE REGIONAL PUBLIC TRANSPORTATION AUTHORITY

PRESENTED BY THE EASTERN IDAHO AREA AGENCY ON AGING AT EASTERN IDAHO COMMUNITY ACTION PARTNERSHIP  
 (208)522-5391 | 935 E. LINCOLN RD. IDAHO FALLS, ID 83405 | WWW.EASTIDAHOAGING.COM | WWW.EICAP.ORG

We invite you to the  
 Upper Valley launch event of

# OPERATION RED FILE

JOIN US FOR A CASUAL AFTERNOON OF  
 KEYNOTE SPEAKERS AND REFRESHMENTS

1-3 pm, April 6th 2018  
 MADISON LIBRARY COMMUNITY ROOM  
 73 N. CENTER STREET REXBURG, ID 83440

Operation Red File is a senior safety project designed to provide access to health information for use by emergency responders in the home. Pick up free Red Files for your friends, family, organizations & business.

Operation Red File is presented by  
 AREA VI AGENCY ON AGING  
 EASTERN IDAHO COMMUNITY ACTION PARTNERSHIP  
 (208) 522-5391 | WWW.EASTIDAHOAGING.COM | WWW.EICAP.ORG

EICAP - Eastern Idaho Community Action Partnership  
 September 14, 2018

Come support a great cause and say hi to us tomorrow at The Walk to End Alzheimer's!!! We will be at Snake River Landing from 9:30am-1pm.

ACT.ALZ.ORG

Area VI Agency on Aging serving Eastern Idaho's Walk to End Alzheimer's Team Page

Area VI Agency on Aging serving Eastern Idaho has joined the fight to end Alzheimer's. Donate...

**HEALTH & SAFETY F**  
*Entertainment*

**2018**

**OLD TIME FIDDLERS**

# COMMUNITY WELLNESS WEEKEND

May 4 & 5, 2018

• **Vendor Fair** •  
Friday, May 4 • 2pm-7pm

• **Wellness Conference** •  
Saturday, May 5 • 8am-12:30pm

## FREE

### Madison Jr. High

- Wellness Fair -  
70+ Vendors • Free Admission • Raffle Prizes • Free Screenings • All Ages Welcome

- Wellness Conference -  
Free Registration • Local Wellness Professionals • Community Conversation

MADISON School District 521  
Originated by Madison Cares

MADISON MEMORIAL HOSPITAL

[www.idahowellness.org](http://www.idahowellness.org)

## EMPTY BOWLS DINNER

Thursday, October 4<sup>th</sup>  
6:00 pm to 8:00 pm

Idaho Falls Senior Center  
535 W 21<sup>st</sup> St.

**Here's how it works:**  
Over 200 hand-made or hand-painted bowls will be available on a first-come first pick basis. The bowls will then be filled with delicious soup. Grab some fresh artisanal bread and a drink and mingle with your neighbors, check out the Raffle, listen to the Jason James Band and generally have a great night.

So, gather a group of friends, coworkers, or family and spend some time together to help others!

For more information call NCP at 208-881-9022

Soup Terms:  
Every bowl you eat fills someone else's!

## EMPTY BOWLS

A Fundraiser for Meals on Wheels

\$15 Per Person

NCP NUCLEAR CARE PARTNERS

Possibly Picasso A Fair Year Over Every Studio

chris schmalz REAL ESTATE GROUP Associate Broker Keller Williams Realty East Idaho

OSWALD

CR Carey Romankiw REALTOR

QualiCare

SLING N' BEAR

Wynne's

FAIRWINDS

HEALTH WHEELS

Senior Care Action

EMPTY BOWLS

DINER

Smitty's

TEXAS

# Seniors Day AT THE ZOO

Monday August 6<sup>th</sup>, 2018  
9AM to 5PM

Admission for 62 and older.  
Dog meal.  
Donations for the "Association"

Animal Encounters 10am to 11:30am.  
Fiddlers performing 10am to 1pm.

If we are rained out we will reschedule for August 20<sup>th</sup> 2018.  
Questions call 612-8420 or 529-3456

Sponsored by: COLN COURT SENIORS RESIDENT, ASSISTED LIVING & MEMORY CARE

Best of 2016  
Best of 2017  
Best of 2018

**EICAP - Eastern Idaho Community Action Partnership**  
September 6, 2018

Come and attend this FREE seminar on Tues. 9/11/18! We will be presenting on the services offered through our Aging Department at EICAP!  
Click on the link below to register.  
<http://binghammemorialseminars.com/senior-care/>



**Bingham Memorial Hospital**  
September 6, 2018

Like Page

As adult children, we may not comprehend the extent to which our parents' aging will affect them. It's best to take action before the health of your parents starts to decline. Join us for our new, five-part Senior Care seminar series to educate caregivers of elderly parents or loved ones about their options and resources!

Part I: Options for Care  
Idaho Falls | September 11 @ 6: 30 pm  
Pocatello | September 20 @ 6:30 pm

Click to learn more or register.

**EICAP - Eastern Idaho Community Action Partnership**  
Published by Morgan Nield  
Page Liked - January 2, 2018



We are very excited to launch our Operation Red File Project in the Upper Valley (Jefferson, Madison, Fremont, and Teton Counties) at the beginning of April 2018. We are currently looking for sponsors!!! The Red File with your logo/sponsorship info will be used by the consumer for years and will help to increase your name brand recognition and rapport as well as benefit your community! Give Morgan... See More



# CONTACT US

## **Main Office**

935 E Lincoln Rd  
Idaho Falls, ID 83401

Tel: 208-522-5391  
or 1-800-632-4813  
Fax: 208-522-5453

## **Outreach Office**

Lemhi & Custer Counties  
955 Riverfront Drive, Ste A  
Salmon, ID 83467

Tel: 208-756-3999  
or 1-800-359-9163  
Fax: 208-756-6308

## **Rexburg / Upper Valley Office**

275 Stationery Place  
Rexburg, ID 83440

Tel: 208-356-8849  
Fax: 208-356-8217

*Visit our website at: <http://www.eicap.org>*

*Don't Forget to Follow Us on Facebook*