



# Annual Report 2023

**Community Services of Northeast Texas, Inc. is a non-profit, private Community Action Agency that is part of the original War on Poverty, declared by President Lyndon B. Johnson, and initiated by the Economic Opportunity Act of 1964.**

### **Meet the Executive Director**



CSNT, Inc.'s Executive Director, Michelle Morehead, grew up all over Texas and lived in North Carolina for a very short period as a child. Michelle got married to her high school sweetheart at 18 years old and began her adult life in a small town north of College Station, Texas. Her greatest personal accomplishment has been raising her three children, ages now, 26, 23, and 17. She began working at a Community Action Agency in a Head Start program in November of 2006 as a temporary Teacher's Assistant. After working as an assistant for a year, Michelle was asked to be a permanent employee. She worked her way up to Teacher and held many different roles in the Head Start division of the agency. After spending eight years learning and growing in Head Start, Michelle moved to the Community Services division becoming a Senior Case Manager. She spent seven years learning everything she could about the Community Services division and about how the community action agency functions. Every time an opportunity came to learn something new, she took it.

In 2021, Michelle and her family moved to Northeast Texas. Michelle became the Deputy Executive Director of CSNT, Inc. In 2023, she met her greatest professional goal so far when she transitioned to Executive Director after the retirement of the previous Executive Director.

CSNT, Inc. has been fighting the War on Poverty since 1965 and will continue to fight under Michelle's leadership. CSNT has an amazing team that considers every day as a new opportunity to help someone through a crisis and to help break the cycle of generational poverty.

**Please help us break the cycle by calling for assistance, by volunteering your time, or by donating to CSNT. For more information, call (903)756-5596.**

## Meet the Deputy Executive Director



CSNT, Inc.'s Deputy Executive Director, Bernie Yancey, started his career in Community Action here at CSNT. His background as a business owner in construction services, made him a great fit as our Service Department Manager. In that role, he worked closely with our Head Start Division to make sure our campuses were up to date and compliant with state and federal regulations. During that time, he took a real interest in our Client Services Division as well, and eventually became our Community Services Director. In his current role as the Deputy Executive Director, Bernie looks forward to the challenge of finding new, and improved ways to better serve the families of Northeast Texas.



## Meet the Head Start Division Director



“I am very proud to be a part of the Community Services Team. I serve as the Head Start/Early Head Start Director. It is so rewarding to work with an Agency and a program that helps those in need.” -Berny Harris

Community Services of Northeast Texas, Inc. Head Start/Early Head Start offers free preschool to qualifying families. Since 1965, we have been dedicated to educating, empowering, and enriching the lives of participating children and families. Our services include free early childhood education, family support, health, nutrition, disabilities and mental health services. We operate nine campuses in Bowie, Camp, Cass, and Morris counties.

**Our Head Start Vision: To provide a system of education and encouragement which results in school readiness for young children and their families.**

## Meet the Community Services Division Director



Amy Perales lives in the small town of Omaha, Texas with her husband of 35 years. They raised three wonderful children. She is enormously proud of the people they have become. They have also given her seven grandbabies that make her smile even on the worst days. Amy is a cancer survivor. In 2000, she had Ovarian cancer. In 2017, she started her journey of battling Thyroid cancer, which she still battles every day. In 2022, the day she received employee of the year, she also received news she had breast cancer. In the last two years, Amy has endured many surgeries and a double mastectomy. However, you could not even tell she is a survivor of cancer. Besides enjoying her grandkids every chance she gets, she enjoys spending time with her mom, shopping and going to yard sales on the weekends. She likes camping with her husband when given the chance. She makes the days count. She loves making others smile. Amy always says if you make someone smile, then you have done a great day's work. She is always thinking of others. This is why she loves her job and being part of the CSNT team.

Amy started at CSNT as a substitute for Head Start in 2009. Amy was hired full time in Feb of 2010. This is when she started learning various positions that she held at Head Start until she moved over to the Community Services Division of CSNT in 2020 where she started out as a Youth Director, then became a Case Manager, and then a CEAP Coordinator. She is now the Community Services Director. No matter what position she held, Amy has given 110%.

Her favorite quote is "Treat people like you want your mom to be treated." Her belief is God made everyone and everyone is someone, so just be kind.

**Our Community Services Vision: To be the leading organization in our region which empowers families to be self-reliant, educated, and healthy.**

## **CSNT, Inc. Programs Operated and Counties Served**

**Head Start** – Bowie, Camp, Cass, Morris

**Early Head Start** – Cass County

**Children/Adult Care Food Program** – Bowie, Camp, Cass, Morris

**Community Services Block Grant (CSBG)** – Bowie, Camp, Cass, Delta, Franklin, Hopkins, Lamar, Marion, Morris, Rains, Red River, Titus

**Comprehensive Energy Assistance Program (CEAP)** - Bowie, Camp, Cass, Delta, Franklin, Hopkins, Lamar, Marion, Morris, Rains, Red River, Titus

**Food Banks** – Camp, Cass, Marion, Titus

**Salvation Army** – Cass, Marion

**Tenant Based Rental Assistance (TBRA)** – Bowie, Camp, Cass, Delta, Franklin, Hopkins, Lamar, Marion, Morris, Rains, Red River, Titus

**Targeting Local Communities (TLC)** – Bowie, Camp, Cass, Delta, Franklin, Hopkins, Lamar, Marion, Morris, Rains, Red River, Titus

**Veterans Services Now (VSN)** – Bowie, Camp, Cass, Delta, Franklin, Hopkins, Lamar, Marion, Morris, Rains, Red River, Titus

## **Offices, Occupied Buildings, and Locations of Operation**

<b>Atlanta</b>	<b>Bloomburg</b>
<b>Daingerfield</b>	<b>Hughes Springs</b>
<b>Jefferson</b>	<b>Linden</b>
<b>Mount Pleasant</b>	<b>Naples</b>
<b>New Boston</b>	<b>Pittsburg</b>
<b>Texarkana</b>	

## Revenue

<b>Federal Awards</b>	
Head Start	<b>4,185,216</b>
Early Head Start	<b>217,593</b>
Head Start - C-5 (ARP/CARES)	<b>11,414</b>
Head Start - C-6 (CRRSA)	<b>50,387</b>
Community Services Block Grant	<b>417,361</b>
Community Services Block Grant - DISCRETIONARY	<b>21,170</b>
Comprehensive Energy Assistance Program	<b>4,101,583</b>
Comprehensive Energy Assistance Program - CARES	<b>1,276,457</b>
LIHWAP	<b>519,553</b>
Tenant Based Rental Assistance Program	<b>305,780</b>
Texas Homeowner Funds	<b>212,111</b>
<b>Fee-for-service contracts</b>	
Veterans Services Now	<b>57,325</b>
USDA-CACFP	<b>142,094</b>
<b>Private &amp; State Funds</b>	
Upshur Rural	<b>4,618</b>
Salvation Army	<b>1,600</b>
Targeting Local Communities	<b>2,333</b>
Cash Donations	<b>38,930</b>
In-kind donations	<b>1,424,794</b>
<b>Total revenue all categories</b>	<b>\$12,990,319</b>

**CSNT, Inc. is a 501(c)3 charity, and as such retains no earnings from Federal awards, and all revenues are expended according to federal, state, and local regulations.**

## Expenditures

	Head Start	Early Head Start	CSBG		CEAP	All others	Org. Total
<b>Personnel</b>	<b>2,079,820</b>	<b>134,247</b>	<b>170,665</b>		<b>231,991</b>	<b>515,738</b>	<b>3,132,461</b>
<b>Fringe Benefits</b>	<b>511,097</b>	<b>47,023</b>	<b>29,105</b>		<b>50,295</b>	<b>75,549</b>	<b>713,069</b>
<b>Travel</b>	<b>11,629</b>	<b>423</b>	<b>3,213</b>		<b>12,233</b>	<b>26,494</b>	<b>53,991</b>
<b>Equipment<sup>1</sup></b>	<b>122,789</b>	<b>828</b>	<b>6,669</b>		<b>2,524</b>	<b>68,690</b>	<b>64,120</b>
<b>Supplies<sup>2</sup></b>	<b>164,796</b>	<b>14,744</b>	<b>9,101</b>		<b>2,715</b>	<b>199,907</b>	<b>391,262</b>
<b>Contractual services<sup>3</sup></b>							
<b>Indirect Costs</b>	<b>387,388</b>	<b>15,479</b>	<b>39,993</b>		<b>296,002</b>	<b>154,140</b>	<b>893,001</b>
<b>Other (rent, utilities, operating expenses)<sup>4</sup></b>	<b>2,501,336</b>	<b>44,937</b>	<b>158,615</b>		<b>3,505,822</b>	<b>984,683</b>	<b>7,195,393</b>
<b>Direct assistance services to, or on behalf of clients</b>	<b>5,778,855</b>	<b>257,680</b>	<b>417,361</b>		<b>4,101,582</b>	<b>1,887,821</b>	<b>12,443,298</b>

1 For Head Start, this line item includes vehicles and equipment over the cost of \$5,000

2 Supplies in 'all others' includes all consumable and food costs for the nutrition programs

3 This line item is for contracted services outside the normal scope of program operation

4 The 'Other' category is used for all programs to include non-delineable items including, but not limited to rent, space costs, utilities, telephone, publications, fees, printing, legal, audit, insurance, fuel, repairs, travel costs not previously stated, building maintenance, safety costs, memberships, and all other standard operating costs.

Note: Revenue amounts represent program funding; expense amounts represent fiscal year amounts and may not equal entire program funding amounts.



## Proposed Budgets (Head Start Division)

<b>Head Start</b>	
Personnel	<b>2,277,370</b>
Fringe Benefits	<b>659,071</b>
Travel (4120)	<b>10,000</b>
Equipment	<b>10,000</b>
Supplies (4122)	<b>631</b>
Supplies	<b>210,000</b>
Contractual	<b>291,066</b>
Facilities / Construction	<b>0</b>
Other (4120)	<b>29,750</b>
Other (4122)	<b>648,556</b>
Indirect Costs	<b>396,943</b>
<i>Total</i>	<b>4,533,387</b>

<b>Early Head Start</b>	
Personnel	<b>147,373</b>
Fringe Benefits	<b>42,650</b>
Travel (4120)	<b>2,190</b>
Equipment	<b>0</b>
Supplies (4122)	<b>200</b>
Supplies	<b>17,850</b>
Contractual	<b>0</b>
Facilities / Construction	<b>0</b>
Other (4120)	<b>2,867</b>
Other (4122)	<b>32,401</b>
	<b>23,737</b>
<i>Total</i>	<b>269,268</b>

## Head Start/Early Head Start Service Data

Total number of children to be served with Head Start/Early Head Start funding: 481

Average number of children served daily: HS- 465, EHS- 16

Average monthly enrollment (as a percentage of funded enrollment): HS- 89%, EHS 82%

Percentage of eligible children served: HS- 89%, EHS 1%

### **Proposed Budgets (Community Services Division)**

<b>Community Services Block Grant</b>		
Personnel	\$	<b>202,460</b>
Fringe Benefits		<b>69,658</b>
Travel		<b>9,967</b>
Equipment		<b>6,385</b>
Supplies		<b>15,746</b>
Contractual		<b>3,266</b>
Other		<b>91,641</b>
Indirect Costs		<b>44,347</b>
<i>Total</i>	\$	<b>443,471</b>

<b>Comprehensive Energy Assistance Program</b>		
Administration	\$	<b>263,380</b>
Household Crisis		<b>1,466,282</b>
Utility Assistance		<b>1,466,283</b>
Program Services		<b>449,473</b>
Travel		<b>2,500</b>
<i>Total</i>	\$	<b>3,647,918</b>

### **Community Services Division: 2023 Clients Served**

CSBG- 4,579

CEAP- 6,496

Salvation Army- 130

**CSNT, Inc. currently employs 113 employees. The total payroll for fiscal year ending September 30, 2023 was \$4 million.**

**Federal Minimum Wage: \$7.25 per hour**

**Agency Internal Minimum Wage: \$10.00 per hour**

**Head Start Internal Minimum Wage: \$10.00 per hour**

## Recent Audits/Reviews

**The most recent audit of Community Services of Northeast Texas, Inc. revealed the following findings:**

**There were no audit findings.** Areas reviewed include material weakness in financial reporting, material weakness in control over federal awards, significant deficiencies, audit findings required to be reported under 45 CFR Part 75 & 45 CFR Part 200, auditee qualified as a low-risk auditee, financial findings and questioned costs.

## Head Start Program findings:

**There were no areas of non-compliance.** Areas reviewed include Comprehensive Education and Child Development Services, Health & Safety, Classroom Assessment Scoring System, Family and Community Engagement, Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA), Fiscal Infrastructure, Leadership, Governance, and Management Systems.



### 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.**



### Our Mission:

**CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, self-reliant lives.**

## Pink Out For A Cure









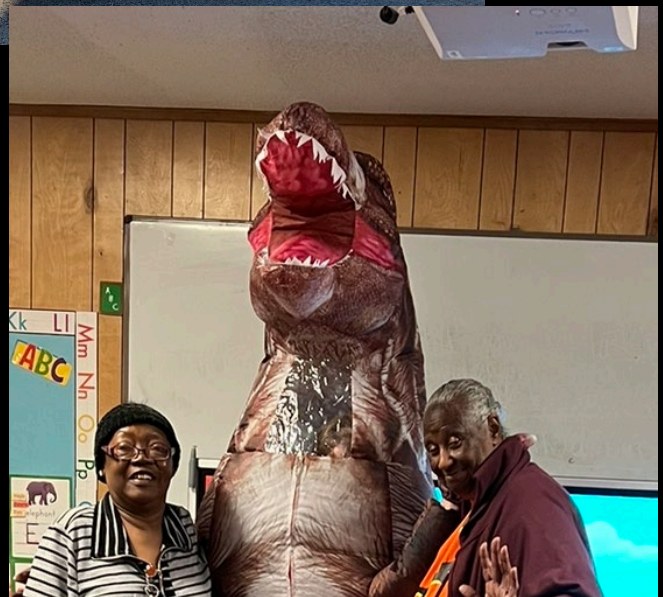








## Adventures With Shirlchiosaurus







**Building Bridges To A Brighter Future One County At A Time!**



**CASS AND MARION COUNTIES COMBINED  
BRIDGE BUILDERS EVENT WAS A HUGE  
SUCCESS!**



# THANK YOU TO OUR TEAM!

**We appreciate everything that you all do daily for the children and families that we serve. The mission of the agency and of Community Action is being carried out by all of us every day. We are helping people fight the war on poverty one person at a time. Thank you for your efforts in changing lives and changing communities.**



# THANK YOU TO OUR GOVERNING BOARD!

**We appreciate your time and commitment to the governance of CSNT, Inc. Your devotion to the agency does not go unnoticed. Thank you for helping us in helping people, changing lives, and changing communities.**

**If you are interested in helping change lives, become a CSNT Board Member.  
Call (903)756-5596 x 277 or 201 for more information.**

# THANK YOU TO OUR DONORS!

**We are deeply grateful to our donors for entrusting us and sharing in our efforts of changing lives and communities. Your contributions make a meaningful difference in the lives of those that we serve. Thank you for your kindness and generosity.**

**To make a difference in someone's life, please consider donating to CSNT, Inc. All donations go to improving lives. To donate, call (903)756-5596 x 277 or 201, or the donation can be sent to PO Box 427 Linden, TX 75563.**