

A. Organization Profile

Completed by shondaw@cmca.us on 5/10/2023 9:10 AM

Case Id: 12405

Name: CMCA Women's Business Center - FY2024 CDBG

Address: 807 North Providence

A. Organization Profile

Please provide the following information.

ORGANIZATION

A.1. Organization Name

Central Missouri Community Action

A.2. Doing Business As (DBA)

Central Missouri Community Action

A.3. Federal EIN

43-0835026

A.4. SAM.gov Identifier

188596456

A.5. Organization Type

Tax-Exempt/not for profit

A.6. Address

807 North Providence Columbia, MO 65203

CONTACT INFORMATION

A.7. Head of Organization

Darin Preis

A.8. Head of Organization Title

Executive Director

A.9. Phone

(573) 443-8706

A.10. Email

darinp@cmca.us

A.11. Website

www.cmca.us

B. Mission/Goals

Completed by shondaw@cmca.us on 5/10/2023 9:30 AM

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B. Mission/Goals

Please provide the following information.

B.1. Organizational Mission Statement

CMCA's mission is to build relationships to empower people, strengthen resilience, and improve the quality of life for all members of the community.

B.2. Description of Organizational Goals

CMCA has five strategic priority areas that include Employment & Work Support, Quality Housing, Financial Education & Income Support, Diversity, Equity & Inclusion, and serving as an Agency of Excellence. Through these priorities, CMCA is working to ensure that all people in the CMCA service area have quality employment opportunities, quality housing options, economic stability, and equitable opportunities to succeed. As a result of working toward these outcomes, CMCA addresses the reduction of poverty and empowers people with low income to become more resilient.

B.3. Describe the geographic service area.

CMCA provides programs and services in eight central Missouri counties including Audrain, Boone, Callaway, Cole, Cooper, Howard, Moniteau, and Osage. We also provide Head Start services in Benton, Hickory, and Morgan counties.

B.4. Describe the populations served by your organization.

CMCA serves individuals/families living at or below the US Federal Poverty Guidelines for income. Race and Ethnic percentages include 47% White, 40% Black, 7% Multi-Racial, 4% Hispanic, and 1% Other. 60% of those served are female, and 40% are male. Of the households served, 39% are single heads of household with no dependents, 43% are single, female heads of household with dependents, and 4% are single, male heads of household with dependents.

B.5. What percent of participants served in your previous fiscal year are identified as local Minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

78.40 %

B.6. How does your organization operationalize the values of diversity, inclusion and social equity?

CMCA has a clear, comprehensive Discrimination Prevention Policy and Equal Opportunity Policy Statement and these policies are enforced. All job descriptions use gender-neutral language. DEI is reflected in our job descriptions and is expressed on our career's webpage.

CMCA analyzes the communities we serve, broken down by race and class, and attempts to recruit volunteers, employees, and managers that reflect these communities. We know that minorities are overrepresented in the population of people who are poor, and we make every effort to equitably serve them. Ultimately, CMCA serves more minority customers (40%), is led by more minority managers (20%), and is governed by more minority directors (19%), than the ratio of minorities in Central Missouri (15%). In addition, 90% of CMCA's Program Managers and 57% of board members are women. Also, more than a third (38%) of CMCA board members are representatives of the low-income population in our area.

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2 of 15

Diversity, equity, and inclusion (DEI) is one of CMCA's five strategic plan priorities. "All people in the CMCA service area have equitable opportunities to succeed: 1) Members contribute to program planning and service delivery; 2) Members have skills and opportunities to advocate for themselves and their communities; 3) Minority-led and minority-focused community groups have CMCA's support.

B.7. Does the organization promote and provide board representation from local minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

Yes

B.8. Does the organization's top 5 paid employees employed include local minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

No

B.9. Is your organization a Section 3 employer, or does the proposed project include the Utilization of Section 3 employers in accordance with the Housing and Urban development Act of 1968?

No

Documentation

Articles of Incorporation

Articles of Incorporation.pdf

By-laws

CMCA Revised Bylaws 09.24.2020 .pdf

Strategic Plan

Strategic Plan with vision.mission 9.12.21.pdf

Organizational chart

CMCA Org Chart, 03-28-23.pdf

IRS Tax Exempt Status Determination Letter

IRS Determination Letter.pdf

 **Financial Statement**


2022 CMCA Audit.pdf

 **IRS 990 or 990EZ**

990-CENTRAL MISSOURI COMMUNITY ACTION - 9.30.22 - 990.pdf

 **Financial policies and procedures**

Fiscal Policies & Procedures Manual, 05-22.pdf

 **MO Secretary of State Registration**

2022 - 2023 Certificate of Good Standing.pdf

C. Governance Board

Case Id: 12405

Name: CMCA Women's Business Center - FY2024 CDBG

Address: 807 North Providence

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C. Governance Board

Please provide the following information.

C.1. Board Members

Name	Board Position	Address	Term Begin Date	Term End Date
Alan Winders	Member	101 N Jefferson, Rm 102, Mexico Mo 65265	10/01/2017	09/30/2023
Cotton Walker	Member	1909 Andrea Dr, Jefferson City Mo 65101	10/01/2020	09/30/2023
Elizabeth Anderson	Member	1811 GreenBerry Rd, Jefferson City Mo 65101	10/01/2022	09/30/2025
Heather Berkemeyer	Member	43 HWY 89N, Linn Mo 65051	10/01/2018	09/30/2024
Janet Thompson	Member	801 E Walnut, Rm 333, Columbia Mo 65201	10/01/2017	09/30/2023
Jeremy Dawson	Member	500 N Linn, Fayette Mo 65248	10/01/2022	09/30/2025
Jodi McSwain	Member	3421 State Rout H, Fayette Mo 65248	10/01/2019	09/30/2025
Karen Digh-Allen	Member	213 Market St, Fulton Mo 65251	10/01/2020	09/30/2023
Michael Pryor	Member	1601 E Hanover #10E, Columbia Mo 65202	10/01/2021	09/30/2024
Michelle Barg	Member	1125 Madison St, Jefferson City Mo 65101	10/01/2019	09/30/2025
Phillip Iman	Member	7904 Audrain Rd 369, Mexico Mo 65265	10/01/2022	09/30/2025
Ruby Young	Member	1307 E Elm St, Jefferson City Mo 65101	10/01/2020	09/30/2023
Stephanie Schmidt	Member	1901 Providence St, Mexico Mo 65265	10/01/2020	09/30/2023
Susan Hart	Member	1304 Berrywood Dr, Ste 201, Columbia Mo 65201	10/01/2019	09/30/2025
Tiffany Burns	Member	608 E Cora Ave, California Mo 65018	10/01/2021	09/30/2024
John Flanders	Member	512 W Davis St, Fayette Mo 65248	10/01/2021	09/30/2024
Paula Sims	Member	19871 Robb Ct, Boonville Mo 65233	10/01/2021	09/30/2024
Stella Druml	Member	53070 Hughs Rd, Centertown Mo 65023	02/23/2023	09/30/2026
Khyeese Bethea	Member	824 E Water St, Boonville Mo	02/23/2023	09/30/2026

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5 of 15

		65233		
Robert Sparks	Member	829 Jefferson St, Fulton MO 65251	02/23/2023	09/30/2026

D. Proposal Summary

Completed by jayme@mowbc.org on 5/10/2023 9:30 PM

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D. Proposal Summary

Please provide the following information.

D.1. Provide a summary describing the proposed project.

The Missouri Women's Business Center (MoWBC) is a Central Missouri Community Action program dedicated to providing small business development assistance and mentoring to aspiring women, focusing on minority and low-to-moderate income entrepreneurs. Services are provided at no cost and include one-on-one business coaching, business planning, and training. The purpose of this proposal is to support MoWBC technical assistance to low-to-moderate income entrepreneurs in Columbia, MO. Our services include business coaching, training on business financial literacy, professional development, networking opportunities to learn from peers, and troubleshooting on things like cashflow, inventory, marketing, accounting, and human resources. Our coaches also work closely with clients to consider financial needs and the capital available to them. The technical assistance support we are seeking in the amount of \$75,000 will allow us to retain three of our Columbia-based positions currently providing this technical assistance.

D.2. Select the production goal(s) within the 2020-2024 Consolidated Plan that this project will fulfill:

- Rehab and Repair of Homes
- Technical Assistance to Businesses
- Direct Homebuyer Assistance
- Sidewalk Construction
- Direct Housing Counseling and Education
- Storm Water Improvements
- New Home Construction
- Acquisition and Demolition of Dilapidated Structures
- Production of Rental Units
- Code Enforcement
- Tenant Based Rental Assistance
- Public Facilities and Improvements
- Vocational Training
- Homeless Facility Improvements

D.3. Project service area: Will this project service individuals and households within the City of Columbia?

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yes

D.4. Number Served: How many individuals or households will this project benefit? What is the target population?

Please provide data to support.

CMCA and the MoWBC have been utilizing CDBG funding for several years to support LMI entrepreneurs. In 2022, we served 243 individuals (76% women, 44% minority) in Columbia. Of these individuals, 29 (72% female and 55% minority) of whom have started a business since receiving technical assistance. Based on this data and upcoming marketing efforts, we anticipate serving at least 150 individuals with CDBG support. The target population is low-to-income individuals seeking to start or grow a bus

D.5. Outcomes: Identify the specific, measurable and desired outcomes for this project.

Desires outcomes for this project are:

225 individuals served

23 business starts

D.6. Outcome Data: What data will be collected to evaluate the outcomes for this project?

We track all client interaction and outcomes in our software system, Neoserra. We collect information on clients served, business launches, and capital infusions in compliance with the SBA. We also collect all demographic data, including address, gender, race, and income level.

D.7. How does the proposed project address and promote systemic changes towards social and racial equality?

The mission of MoWBC is motivated by three pillars:

- 1) Opportunity and equity for all individuals seeking to gain economic stability through entrepreneurship
- 2) Leveraging community relationships to drive meaningful progress in creating opportunities for those that face systemic and environmental barriers
- 3) Community development aimed at closing racial gaps in access to capital for underserved households and individuals.

D.8. Does the organization have control of the site(s) for the project?

Yes

D.9. Is the proposed project compliant with existing zoning and land use ordinances?

Yes

D.10. Describe actions to rezone the property to allow for desired use

N/A

D.11. Neighborhood Consultation: Describe how the neighborhood has been consulted regarding this project.

CMCA is a member of the Upward Mobility project, a multi-agency, Boone County based cohort investigating systemic racial inequities. Focus groups were assembled to help determine the areas of priority, with the highest strategy being loans specifically for LMI and persons of color. Technical assistance for LMI entrepreneurs is crucial to support the City of Columbia strategic plan outcome objectives of Inclusive Community and Resilient Economy and is a proven strategy to support entrepreneurs.

D.12. Who is the proposed program administrator to ensure compliance with HUD and City regulations and source of funding for this position.

Jayne Prenger, Director, MoWBC. Jayne works directly under the direction of CMCA Executive Director Darin Preis, and the CFO to ensure compliance. She has previous experience overseeing CDBG funded projects, as well as other federally

regulated programs and grants.

D.13. What is the prior experience of the organization's personnel with this type of project? Include the following: 1) Credentials, including resumes and licenses necessary to accomplish the job. 2) Number of years of experience with this type of project; 3) List of representative projects completed in the past.

Darin Preis - Executive Director. Mr. Preis has extensive experience managing federal grants. Experiences with this type of project include Head Start, Job Development and Training, the Missouri Work Assistance Program, the HUD Section 8 Housing Choice Voucher Program, Weatherization, Community Services Block Grant Program, and Energy Assistance.

Jayne Prenger - MoWBC Director - Mrs. Prenger has over 13 years of non-profit experience, managing multi-million dollar budgets, as well as federal, state and local grants.

D.14. Does the proposed project include the utilization of qualified MBE/WBE contractors or subcontractors, which may include construction, services or operational supplies?

No

D.15. For construction projects, who is the designated person or firm designing and inspecting construction projects.

N/A

D.16. Provide a brief summary on previous City funding received, any funding remaining, and the measurable results from previous City funding.

CMCA has received more than \$1,500,000 from the City of Columbia between 1994 and 2022 in HOME/CDBG funding. Those funds have been used to develop affordable apartment units and to construct nine single-family homes including the most recent homes completed at 103 Lynn Street, and 804 King Street. In addition, CMCA was awarded funds and is nearing completion of a new house in the Cullimore Cottages neighborhood. All housing has been built to accommodate low-to-moderate-income tenants and first-time homebuyers.

CMCA was awarded \$38,506 in CDBG funds in 2007 to build an ADA ramp onto an old church on Worley Street that we purchased and transformed into a Head Start center. In 2018 CMCA received \$80,000 in CDBG funds to replace and expand the parking lot at the Worley Head Start center. CMCA was also awarded \$100,000 in 2021 to make direct grants to LMI-owned childcare businesses through the Women's Business Center and \$30,500 to assist parents with child care co-payment debt.

CMCA was awarded \$20,000 in FY21, \$75,000 in FY22, \$55,000 in FY23 funding for the Women's Business Center to provide technical assistance to businesses. From January 2021 to current, the WBC has provided technical assistance to 511 (81% women and 42% minority) individuals who live in Columbia, MO.

D.17. Please provide what year of funding you wish to use for this proposed project and the date that the funds will likely be fully expended.

FY24 (date the Agreement is signed and 12/31/25)

Documentation

Project timeline

FY24 CDBG Project Timeline.pdf

Site map/diagram

***No files uploaded*

Site pictures

***No files uploaded*

Letters of commitment

***No files uploaded*

Project personnel resumes

Darin Preis Resume.doc

Jayne Prenger Resume.pdf

E. Budget

Completed by jayme@mowbc.org on 5/10/2023 8:36 PM

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E. Budget

Please provide the following information.

* - denotes ineligible CDBG funding activity

** - denotes ineligible HOME funding activity

E.1.

Activities	CDBG	HOME	Cash Applicant Providing	In Kind Services	Other
Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Architectural	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Relocation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Inspection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
New Housing Construction*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Demolition and Site Improvements**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Public Improvements Construction**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Rehabilitation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Minor Home Repair**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Professional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Infrastructure**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Homeownership Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tenant Based Rental Assistance*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office and Utilities (Costs only CDBG eligible for public services activities)**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies (Equipment is ineligible)	\$4,930.68	\$0.00	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Developer Fee for Housing Development (limited to 10% of total development cost)*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Project Personnel	\$61,464.32	\$0.00	\$0.00	\$0.00	\$0.00
Program Administration**	\$8,605.00	\$0.00	\$0.00	\$0.00	\$0.00
TBRA Administration*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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11 of 15

Tenant Based Rental Assistance*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies (Equipment is ineligible)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tenant Based Rental Assistance*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies (Equipment is ineligible)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00

F. Required Documents

Completed by shondaw@cmca.us on 5/10/2023 10:37 AM

Case Id: 12405

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Required Documents

Please upload the following files:

Documentation



Articles of Incorporation *Required

Articles of Incorporation.pdf



By-laws *Required

CMCA Revised Bylaws 09.24.2020 .pdf



Strategic Plan *Required

Strategic Plan with vision.mission 9.12.21.pdf



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IRS Determination Letter.pdf



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Letters of commitment

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Project personnel resumes *Required

Darin Preis Resume.doc

Jayne Prenger Resume.pdf

Certification

Completed by darin-preis@showmeaction.org on 5/10/2023 10:32 PM

Case Id: 12405

Name: CMCA Women's Business Center - FY2024 CDBG

Address: 807 North Providence

Certification

Please provide the following information.

LEAD AGENCY

I certify that I have been authorized by the applicant's governing body to submit this application and that the information contained herein is true and correct to the best of my knowledge.

Authorized Name and Title

Darin Preis, Executive Director

Telephone

(573) 443-8706

Authorized Signature

Darin Preis

Electronically signed by darin-preis@showmeaction.org on 5/10/2023 10:32 PM