
Planning Committee Meeting
@PEACE, Inc., 217 S. Salina St., 2nd Flr.
(zoom option is available)
Wednesday, May 7, 2025

MEMBERS PRESENT: Paula Freedman, Steve Hodgens, Tysha Martin
MEMBERS EXCUSED: Shirley Copes
MEMBERS ABSENT: None
STAFF PRESENT: Carolyn Brown, Todd Goehle, Mary Beth Welch, Stephanie Bingham

CALL TO ORDER:

The Wednesday, May 7, 2025 Planning Committee meeting was called to order at 4:47 PM by Steve Hodgens. It was noted for the record that a quorum was present.

APPROVAL OF PREVIOUS MINUTES

Paula Freedman made a motion to approve the March 2025 minutes, seconded by Tysha Martin. The motion carried.

PRESENTATION:

2024 Annual Progress Report Review

Per the requirements of CSBG the Annual Performance Report was presented on 5/7/25, by Stephanie Bingham and Mary Beth Welch. The report covered the period of 10/1/23 – 9/30/24 (see attached report). *A motion to approve the receipt of the completion of the program report required by CSBG was made by Paula Freedman; it was seconded by Tysha Martin, and the motion passed.*

CURRENT GRANT SUMMARY REPORT:

VP of Operations and Strategy Todd Goehle provided an overview of the grants summary (see the attached grant summary report).

OLD BUSINESS:

VP of Operations and Strategy Todd Goehle reported on the planning for Champion of Diversity to be held on Wednesday, May 21, 2025.

NEW BUSINESS:

Executive Director Carolyn Brown reported that US State Senator Gillibrand visited Merrick Head Start on May 2, 2025 for a press conference.

ADJOURNMENT

The meeting was adjourned at 5:45 PM.



2024 Annual Progress Report Review

May 2025

Stephanie Bingham

Mary Beth Welch

May 7, 2025

The Annual Progress Report is submitted to Department of State, Community Service Block Division annually. The report on provides a summary of our CSBG funded program activities achievements (data counts & narratives) as well as the demographics of participants served.

- CSBG year – 10/1/23 – 9/30/24
- Work Plans are complied in Q3/Q4 of CSBG year
- Amendments are typically submitted in Q3/Q4 of CSBG year
- Variances +/- 20% require an explanation
- APR submitted to the DOS 2/3/25
- APR exceptions/responses submitted to DOS – TBD by DOS
- Report on Individual and Family National Performance Indicators (FNPI's) & Services (SRV's) Provided
- Total client count, as reported on 2024 APR: 9,970
 - 1,075 client increase from 2023 APR



2024 Annual Progress Report

Employment Indicators

FNPI	Number of participants	Target	Actual Results	Target Accuracy
FNP 1b – The number of unemployed adults who obtained employment (up to a living wage)	40	18	17	94%
FNP 1c – The number of unemployed adults who obtained and maintained employment for at least 90 days (up to a living wage)	40	11	9	82%
FNPI 1d – The number of unemployed adults who obtained and maintained employment for at least 180 days (up to living wage)	40	7	4	57%

Services Provided:

SVR 1C – Youth Summer Work Placements	6
SRV 1d Apprenticeship/Internship	7
SRV 1i Coaching	8
SRV 1j Resume Development	9
SRV 1l Job Referrals	36
SRV 1q Employment Supplies	17

Programs – FRC’s

Activities – Family Development, Job Fairs, Referrals

2024 Annual Progress Report

Education Indicators

FNPI	Number of participants	Target	Actual Results	Target Accuracy
FNPI 2b – The number of children (0 to 5) who demonstrated improved positive approaches toward learning, including improved attention skills.	1107	800	918	115%
FNPI 2c – The number of children (0 to 5) who demonstrated skills for school readiness.	139	104	109	105%
FNP 2c2 – The number of children and youth who demonstrated positive approaches toward learning, including improved attention skills. 1 st grade – 8 th grade	96	60	66	110%
FNP 2c3 – 9 th – 12 th grade	43	44	43	98%
FNPI 2d – The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills).	139	104	109	105%
FNPI 2d2 – 1 st grade – 8 th grade	96	60	66	110%

2024 Annual Progress Report

Education Indicators

FNPI	Number of participants	Target	Actual Results	Target Accuracy
FNPI 2d3 – 9 th -12 th grade	43	44	43	98%
FNPI 2e – The number of parents/caregivers who improved their home environments.	903	69	72	104%
FNPI 2f – The number of adults who demonstrated improved basic education.	860	11	10	91%
FNPI 2g – The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.	860	5	1	20%
FNPI 2h – The number of individuals who obtained a recognized credential, certificate, or degree relating to the achievement of educational or vocational skills.	941	61	69	113%

2024 Annual Progress Report

Education Indicators

Services Provided:

• SRV 2a Early Head Start	217
• SRV 2b Head Start	890
• SRV 2e K-12 Support Services	45
• SRV 2f Financial Literacy Education	37
• SRV 2k School Supplies	783
• SRV 2l Before and After School Activities	44
• SRV 2m Summer Youth Rec Activities	47
• SRV 2o Behavior Improvements	11
• SRV 2p Mentoring	126
• SRV 2w Parenting Supports	26
• SRV 2y Post-Secondary Education Prep	36
• SRV 2z Financial Literacy Education	22
• SRV 2aa College Applications, Text Books, etc.	34
• SRV 2bb Scholarships	46
• SVR 2cc Home Visits	44
• Programs – BBBS, FRCs, Head Start	

Activities – FRC Back-to-School supply drives, Parenting Education Classes, grant activity

2024 Annual Progress Report

Income and Asset Building

FNPI	Number of participants	Target	Actual Results	Target Accuracy
FNPI 3a – The number of individuals who achieved and maintained capacity to meet basis needs for 90 days.	43	15	15	100%
FNPI 3b – The number of individuals who achieved and maintained capacity to meet basis needs for 180 days.	43	11	5	45%
FNPI 3c – The number of individuals who opened a savings account of IDA	43	11	4	36%
FNPI 3d – The number of individuals who increased their savings.	43	8	6	75%
FNPI 3.e – The number of individuals who used their savings to purchase an asset	43	5	2	40%
FNPI 3g – The number of individuals who improved their credit scores	82	75	82	109%
FNPI 3h – The number of individuals who increased their net worth	43	10	10	100%
FNPI 3z.1 – The number of individuals who will receive an EITC	1754	400	421	105%
FNPI 3z.2 – The number of individuals who will receive a Child Tax Credit	1754	250	229	92%



2024 Annual Progress Report

Income and Asset Building

Services Provided

• SVR 3b Financial Coaching/Counseling	28
• SRV 3h Health Insurance	4
• SRV 3i Social Security/SSI Payments	7
• SRV 3k TANF Benefits	6
• SRV 3l SNAP Benefits	37
• SRV 3o VITA, EITC, or Other Tax Preparation programs	1754

Programs – FRC’s

Activities – Family Development, community outreach, programming, financial literacy classes

2024 Annual Progress Report

Housing Indicators

FNPI	Number of participants	Target	Actual Results	Target Accuracy
FNPI 4a- The number of individuals experiencing homelessness who obtained safe temporary shelter	372	8	11	138%
FNPI 4b - The number of households who obtained safe and affordable housing.	372	26	16	62%
FNPI 4c – The number of households who maintained safe and affordable housing for 90 days.	372	26	10	38%
FNPI 4d – The number of households who maintained safe and affordable housing for 180 days.	372	24	6	25%
FNPI 4e – The number of households who avoided eviction.	372	32	18	56%
FNPI 4h – The number of individuals with improved energy efficiency or burden	234	130	126	97%



2024 Annual Progress Report

Housing Indicators

FNPI	Number of participants	Target	Actual Results	Target Accuracy
FNPI 4h The number of individuals with improved energy efficiency and/or energy burden reduction in their homes.	234	130	126	97%
FNPI 4z.1 The number of individuals who will obtain household items to improve their homes' safety and quality of life(beds, furniture, appliances etc.	372	36	22	61%



2024 Annual Progress Report

Housing Indicators

Services Provided:

• SRV 4c Rent Payments (includes Emergency Rent Payments)	8
• SRV 4d Deposit Payments	4
• SRV 4g Landlord/Tenant Mediations	20
• SRV 4i Utility Payments (LIHEAP-includes Emergency Utility Payments)	372
• SRV 4m Temporary Housing	7
• SRV 4n Transitional Housing Placements	7
• SRV 4o Permanent Housing Placements	10
• SRV 4t Energy Improvements	126

Programs – Energy & Housing, FRCs

Activities – Collaborations, referrals



2024 Annual Progress Report

Health & Social/Behavioral Development Indicators

FNPI	Number of participants	Target	Actual Results	Target Accuracy
FNPI 5a – The number of individuals who demonstrated increased nutrition skills.	652	61	78	128%
FNPI 5b – The number of individuals who demonstrated improved physical health and well-being.	725	140	130	93%
FNPI 5C – The number of individuals who demonstrated improved mental and behavioral health and well-being.	725	136	148	109%
FNPI 5d – The number of individuals who improved skills related to the role of adult parents/caregivers.	567	28	26	93%
FNPI 5e – The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.	567	30	23	77%



2024 Annual Progress Report

Health & Social/Behavioral Development Indicators

FNPI	Number of participants	Target	Actual Results	Target Accuracy
FNPI 5f – The number of seniors (65+) who maintained an independent living situation.	2069	1816	2069	114%
FNPI 5g –The number of individuals with disabilities who maintained an independent living situation.	695	538	695	129%
FNPI 5h– The number of individuals with chronic illness who maintained an independent living situation.	567	33	15	45%
FNPI 5z.s – The number of individuals enrolled in the reentry program with no recidivating event for six months	45	30	45	150%



2024 APR - Annual Progress Report

Health & Social/Behavioral Development Indicators

Services Provided:

• SRV 5b Physicals	835
• SRV 5i In-Home Affordable Senior/Disables Care	53
• SRV 5p Wellness Classes	130
• SVR 5x Domestic Violence Programs	19
• SVR 5z Domestic Violence Support Grp	12
• SRV 5dd Child Dental Screenings/Exams	561
• SRV 5ff Skills Classes (Gardening, Cooking etc.)	45
• SRV 5hh Incentives (e.g. gift card for food prep etc.)	14
• SRV 5ii Prepared Meals	2596
• SRV 5jj Food Distribution	620
• SRV 5mm Parenting Classes	26
• SRV 5nn Hygiene kits/boxes	187

Programs – FRCs, Senior Nutrition, Senior Services

Activities – Food pantries, Diaper Bank, Food Delivery Program, referrals, client visits, collaborations

2024 Annual Progress Report

Civic Engagement and Community Involvement

FNPI	Number of participants	Target	Actual Results	Target Accuracy
FNPI 6a- The number of individuals who increased skills, knowledge, and abilities to enable them to work with Community Action to make contributions to the community.	247	177	183	103%
FNPI 6a.1 Of the above, the number of Community Action program participants who improved their leadership skills.	83	42	50	119%
FNPI 6a.2 - The number of Community Action program participants who improved their social networks.	82`	60	57	95%
FNPI 6a.3 - The number of Community Action program participants who gained other skills, knowledge and abilities to enhance their ability to engage.	82	75	76	101%



2024 Annual Progress Report

Civic Engagement and Community Involvement

Services Provided:

- SRV 6c Tri-partite Board Membership
- SRV 6f Volunteer Training

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2024 Annual Progress Report

Services Supporting Multiple Domains

Services Provided:

• SRV 7a Case Management	294
• SRV 7b Eligibility Determinations	71
• SRV 7c Referrals	283
• SRV 7d Transportation Services (e.g. bus passes, bus transport, support for auto purchase or repair; including emergency services)	144
• SRV 7g Day Centers	53
• SRV 7h Birth Certificates	3
• SRV 7i Social Security Card	4
• SRV 7j Drivers License	6
• SRV 7m Legal Assistance	7
• SRV 7n Emergency Clothing Assistance	543
• SRV 7o Mediation/Customer Advocacy Interventions	51

2024- Annual Progress Report

- Restructured the FRC co-hort. Eliminated CEFRC – this allowed CSFRC to transition the family advocate role to from part time to full time. In addition, we were able to create a program analyst function. The responsibilities of this role included ensuring the integrity of the GoEngage data base, as well as covering as a ‘cohort floater’ as need.
- Continue to ensure integrity of GoEngage database and to review records
 - monthly audits and site visits for training and/or support
 - utilizing all functionality: training and certification records, volunteer tracking, and the new client and parent portal
 - work directly with GoEngage Engineers to continue enhancements and learning as well as continuing to communicate with other CAA’s who also utilize GoEngage
- Continue team approach between the FRCs and Head Start – encourage shared programming i.e. Fatherhood with PEACE, parenting classes, relationship with Head Start Family Workers.
- Use PPR/APR as a Data Driven Decision Tool – compare to monthly Board Reports and Census
- More training and career growth opportunities for staff: EOC ATTAIN lab, quarterly supervisory trainings, and internal committees

Funding Source	Project	Program	Submission Date	Request Amount	Status	Award Date	Award Amount	Lead Writer/ Submitter	GY Start	GY End
Onondaga County Office of the Aging	Facility Improvement Eastwood	Facilities	Pending (deadline 5/19/25)	\$12,000	In process		\$12,000	Maribel Arce		
KeyBank Foundation	Free Tax Prep	Free Tax Prep	Pending	\$15,000	In process			Maribel Arce & Todd Goehle		
Onondaga County - AEI	Early Childhood Career Pathways	Family Services	N/A	N/A	Awarded	4/18/24	\$84,878	Todd Goehle	6/1/24	5/31/25
Mother Cabrini Health Foundation	Family Reentry Program	Family Services	4/19/24 LOI, Full grant 6/27/24	75000 per year, \$150,000 total	Awarded	9/25/24	\$150,000	Maribel Arce	10/1/24	9/30/25
Jim and Juli Boenheim Foundation	HOLA Summer Camp	Family Services	10/15/2025	\$5,000	Postponed to Fall			Maribel Arce		
Arby's Foundation	BBBS	BBBS	5/14/25	\$25,000	In Process		\$25,000	Maribel Arce		
National Grid	Homes & Health	DEHS & Family Services	3/26/25	\$50,000	Submitted			Todd Goehle		
Connect Kids to Parks - OPRHP	Let Me Be Great	Family Services	3/20/25	TBD	Submitted	3/28/24	\$3,034	Andrea Bernard	4/1/2024	8/15/2025
Renew Americas NonProfits	ESFRC Renovation	Facilities	3/15/25	\$200,000	LOI Submitted			Maribel Arce		

Funding Source	Project	Program	Submission Date	Request Amount	Status	Award Date	Award Amount	Lead Writer/ Submitter	GY Start	GY End
Literacy Coalition of CNY	Foster Grandparent Program	FGP	2/14/25	\$3,000	Awarded	3/1/25	\$3,000	Maribel Arce	3/13/25	12/1/25
City of Syracuse NBD CDBG2 PY51	Let Me Be Great	Family Services	2/6/25	\$32,929	Submitted			Maribel Arce		
Key Bank Foundation	Super Saturday	Free Tax Prep	02/04/25	\$3,000	Awarded	2/21/2025	\$3,000	Todd Goehle	2/1/25	8/1/25
Snow Foundation Memorial Trust	Facilities	Facilities	1/31/2025	\$20,000	LOI Approved Grant Submitted			Maribel Arce & Todd Goehle		
Dicks Sporting Goods	Canal Day	BBBS	1/27/25	\$1,500	Submitted			Maribel Arce		
Micron Technology - Green Chips Act	ESFRC Renovation	Facilities	01/27/25	\$200,000	Submitted			Maribel Arce		
Micron Technology - Green Chips Act	Early Childhood Career Pathways	Family Services	1/15/25	\$200,000	Submitted			Todd Goehle		
ACLS Digital Justice	Southside Connections	Family Services	12/4/24	\$2,000	Submitted			Brice Nordquist - Syracuse University		

Funding Source	Project	Program	Submission Date	Request Amount	Status	Award Date	Award Amount	Lead Writer/ Submitter	GY Start	GY End
Dorothy and Marshall M. Reisman Foundation	Free Tax Prep	Free Tax Prep	10/25/24	\$25,000	Awarded	12/4/25	\$25,000	Maribel Arce & Todd Goehle	11/1/24	10/31/25
City of Syracuse NBD CDBG PY51	Overcoming Barriers to Weatherization	DEHS	10/25/24	\$159,971	Submitted			Maribel Arce		
Berkshire Hathaway Bank Foundation	Free Tax Prep	Free Tax Prep	10/15/24	\$5,000	Awarded	11/4/24	\$3,000	Maribel Arce, Todd Goehle	11/1/24	10/31/25
Onondaga County DCFS - YDPS	BBBS Onondaga County Mentorship Programs	BBBS	10/9/24	\$15,000	Awarded	9/14/24	\$15,000	Maribel Arce	10/1/24	9/30/25
FOCUS Greater Syracuse	Whole Family Summit	Community Engagement	9/29/24	\$12,825	Awarded	9/30/24	\$12,825	Todd Goehle & Maribel Arce	9/9/24	1/30/25
Syracuse City School District	Alternative Learning Site	Family Services, ESFRC	9/9/24	2024: \$124,923 2025: \$128,082 2026: \$131,336	Awarded	10/3/23	2024: \$100,000	Lucy Totino & Maribel Arce	9/1/24	8/31/25
Oswego County Youth Bureau	BBBS Oswego County/Central Square School-Based	BBBS	9/6/24	\$5,000	Awarded	10/20/24	\$5,000	Maribel Arce	1/1/25	9/30/25

Funding Source	Project	Program	Submission Date	Request Amount	Status	Award Date	Award Amount	Lead Writer/ Submitter	GY Start	GY End
Huntington Family Centers partnership for NYS - Office of Mental Health Reduction	Mental Health Training	Family Services	8/30/24	In Kind \$4100	Declined			Amy Durkin & Maribel Arce		
Kresge Foundation	Meeting the Moment in Syracuse: BOOSTing Socioeconomic Mobility for All	Agencywide	7/8/24	\$100,000	Awarded	9/3/2024	\$100,000	Todd Goehle	7/1/24	9/30/25
Jim and Juli Boeheim Foundation	HOLA Summer Camp	Family Services	5/3/24	\$5,000	Awarded	7/1/24	\$5,000	Maribel Arce	6/17/24	5/31/25
Onondaga County Department of Adult and Long Term Services	EISIP	Senior Supports	3/27/24	\$164,000	Awarded		\$164,000	Maribel Arce & Beth O'Hara	4/1/24	3/31/27
Central New York Community Foundation	Early Childhood Career Pathways	Family Services	3/8/24	\$55,000	Awarded	7/8/24	\$55,000	Maribel Arce	7/1/2024	6/30/2025
Gifford Foundation	Fatherhood Initiative	Family Services	2/26/24	\$10,000	Awarded	4/12/24	\$9,079	Maribel Arce	4/12/24	6/30/25

Funding Source	Project	Program	Submission Date	Request Amount	Status	Award Date	Award Amount	Lead Writer/ Submitter	GY Start	GY End
Snow Foundation	Free Tax Prep	FTP	2/1/24	\$10,000	Awarded	6/15/24	\$10,000	Maribel Arce	7/1/24	6/1/25
Assemblymember. Pamela J. Hunter. - OCFS TM12133	Free Tax Prep	Free Tax Prep	2/1/24	\$25,000	Awarded	7/31/24	\$25,000	Todd Goehle	10/1/2025	9/30/2026
State Assemblyman William B. Magnarelli - OCFS TM 12132	Tech Upgrades	IT/AgencyWide	2/1/24	\$25,000	Awarded	7/31/24	\$25,000	Todd Goehle	10/1/2024	9/30/2025
Micron Technology	Early Childhood Career Pathways	Family Services	1/2/24	\$1,000,000 for 5 years	Approved	1/1/24	\$1,000,000 for 5 years	Todd Goehle	4/1/24	3/31/25
DASNY - NICIP	WSFRC Capital Improvement	Maintenance	12/15/23	\$434,000	Approved	7/8/24	\$410,000	Maribel Arce & Jerry Barker	1/13/25	12/1/26
OPWDD	Project Connections	ESFRC	9/8/23	\$448,871	Awarded	9/8/23	\$448,871	Mary Beth Welch, Nancy Turo	1/1/25	12/31/25
United Way of Central New York 2025	BBBS	BBBS	8/11/23	\$11,000	Awarded	12/31/24	\$11,000	Maribel Arce	1/1/25	12/31/25
United Way of Central New York 2025	Free Tax Prep	Free Tax Prep	8/11/23	\$110,800	Awarded	12/31/24	\$101,800	Maribel Arce	1/1/25	12/31/25
JP Morgan Chase Bank	Free Tax Prep	Free Tax Prep	8/8/23	\$7,500	Awarded	11/14/23	\$7,500	Todd Goehle	1/1/24	12/31/24

Funding Source	Project	Program	Submission Date	Request Amount	Status	Award Date	Award Amount	Lead Writer/ Submitter	GY Start	GY End
State Senator Mannion DASNY-CREST	Vehicle Replacements for Nutrition and Maintenance	Nutrition, Maintenance	7/21/23	\$250,000	Awarded	11/26/24	\$249,675	Todd Goehle & Maribel Arce	4/24/25	12/05/26
State Assemblyman William B. Magnarelli - OCFS TM 11426	Free Tax Prep	Free Tax Prep	5/18/23	\$25,000	Awarded	4/24/24	\$25,000	Todd Goehle & Maribel Arce	10/1/24	9/30/25
National Grid	ESFRC Senior Program	Family Services	9/20/22	\$5,000	Awarded	10/24/22	\$5,000	Lucy Totino	11/1/22	1/31/24
US Department of Justice, Office of Violence Against Women	Engaging Men and Boys as Allies in the Prevention of Violence Against Women and Girls	Vera House / Family Services Collaboration	4/12/22	\$120,003 for PEACE, Inc. (\$350000 total request)	Awarded	9/23/22	\$130,426.54	Vera House - Amanda Eyearn, George Kilpatrick, Loren Cunningham. PEACE, Inc. - Lucy Totino	10/1/22	9/30/25
Onondaga County - Save the Rain	Southside Family Resource Center	Facilities	12/14/21	\$82,676	Awarded	10/2/23	\$50,800	Jerry Barker	5/1/23	4/30/33