



CENTER FOR HUMAN SERVICES

ANNUAL REPORT

Fiscal Year 2011

Center for Human Services

7200 Wisconsin Avenue, Suite 600
Bethesda, MD 20814

www.chs-urc.com

STATEMENT FROM THE PRESIDENT

March 2012

This year a diverse group of donors has supported CHS in advancing our mission to help clients meet today's challenges and take advantage of tomorrow's opportunities.

On the international front, CHS is working to address child health and other international health issues. In Benin, CHS is working to improve delivery of proven, low-cost child health interventions in three major health zones. In Ecuador, CHS is working with the Ministry of Health to meet goals set in the National Plan for Reduction of Maternal Newborn Mortality. Both of these projects are funded through the U.S. Agency for International Development's Child Survival Grants program. In Uganda, CHS is working through a Gates Foundation grant in partnership with the Ugandan MOH and Accordia Global Health Foundation to investigate cost-effective ways to build capacity to prevent and treat infectious diseases.

In the US, CHS offers a comprehensive array of education, training, advocacy, and health-related programs and services which benefit many, including families; high school and college students; minority and multicultural populations; state education directors; school administrators and teachers; and city, state, and federal governments. As a result of those services, individuals have acquired:

- Educational and vocational achievements
- Skills for recognizing workplace hazards and using appropriate control measures for preventing work place injury and death
- Skills for managing diabetes
- Access to quality HIV treatment and skills for improving self-care
- Enhanced skills for teaching Mandarin and Arabic in pre- and post-secondary levels
- Improved migrant education programs

2011 also marks the 30th year that CHS has managed the High School Equivalency Program (HEP). As we celebrate this milestone, we also celebrate the thousands of migrant and seasonal farmworkers who earned their GED certificates and successfully transitioned to the next level of education, vocational training, upgraded employment, or to the military. Our long-term partnership with the U.S. Department of Education/Office of Migrant Education is but one example of CHS' commitment to helping improve the quality of life of underserved populations around the world.

As we approach CHS' 45th anniversary, we look forward to continuing our partnerships with existing funders and building new partnerships that will help to advance our mission.



Barbara N. Turner

President

FISCAL YEAR 2011 CHS PROGRAMS

CHS was established in 1968 and received 501 (c) (3) status in 1969. CHS currently seeks to improve the quality of life, access to social and health services, and the educational and vocational achievements of underserved populations in several communities around the world. CHS current operates in New Jersey, Pennsylvania, Benin, Ecuador and Uganda.

For each of our programs, we seek out both grant funding and local community and business contributions. For all of our grant funded programs, we receive significant contributions of donated goods and services, equipment, space and volunteers from the communities.

The following pages summarize key CHS programs and activities during FY11, October 1, 2010, to September 30, 2011.

INTERNATIONAL

BENIN

Partnership for Community Management of Child Health (Partenariat pour la Prise en Charge Communautaire de la Santé Infantile – Prise-C)

CHS is working to strengthen and accelerate delivery of proven, low-cost child health interventions. This project is implemented in three health zones in the departments of Zou-Collines and Atlantique; it develops, tests, and implements innovative strategies to strengthen workforce and community health systems. The project team is exploring the effects of financial and non-financial incentives in enhancing the performance, engagement, and retention of community health workers providing child health services. The project will annually reach an estimated 145,000 children under five.

Funded by the US Agency for International Development (USAID)

ECUADOR

Essential Obstetric and Newborn Care (EONC) in Cotopaxi, Ecuador

CHS is working with the Ministry of Health (MOH) to meet goals set in the National Plan for Reduction of Maternal Newborn Mortality. The project focuses on Cotopaxi, a mountainous province, predominantly populated by indigenous people, in the Andes Mountains where maternal, neonatal, and infant mortality death rates are significantly higher than national rates. The project is creating a health care network to improve the continuum of care from community to provincial hospitals by creating referral mechanisms, improving quality of care at the facility level, and forging better connections between facility-based health teams and community health leaders. The health network aims to ensure the use of evidence-based practices at all levels. At the community level, the project incorporates traditional birth attendants, who attend nearly half of all deliveries in communities. The project works directly with the MOH, mobile community health teams, local community leaders, and community-level NGOs.

Funded by USAID through the Child Survival and Health Grants Program

UGANDA

Integrated Infectious Diseases Capacity-Building Evaluation (IDCAP)

In partnership with the Ugandan MOH, Accordia Global Health Foundation, WHO, Makerere University's Infectious Diseases Institute, and the International Training and Education Center for HIV, CHS is investigating cost-effective ways to build capacity among mid-level practitioners to prevent and treat infectious diseases.

Funded by the Bill & Melinda Gates Foundation through the Accordia Global Health Foundation

UNITED STATES

PENNSYLVANIA & NEW JERSEY

High School Equivalency Programs (HEP)

Through successive grants from the U.S. Department of Education, Office of Migrant Education, CHS continues to provide Hispanic migrant and seasonal farmworkers with an opportunity to earn their General Education Development (GED) certificates. For 30 years HEP has provided life skills training and other services to help migrant and seasonal farmworkers to achieve the GED certificate and successfully transition to the next level of education, vocational training, upgraded employment, or to the military. The instructional curriculum fosters student academic improvements in the five core areas of the GED as well as English as a Second Language and basic computer skills; GED test preparation; and individual and collaborative problem solving, textual decoding/encoding skills, and creative thinking. Our current program is operated in New Jersey and Pennsylvania.

Funded by the U.S. Department of Education, Office of Migrant Education

The Vocational Rehabilitation Program in Pennsylvania surpassed its recruitment targets by 52%. In addition, 22% of participants achieved their employment outcomes.

Vocational Rehabilitation Service Projects for Migratory Agricultural Workers and Seasonal Farmworkers with Disabilities

These two projects provide educational, training, and advocacy services to migrant and seasonal agricultural workers with disabilities in New Jersey and Pennsylvania. Each project identifies and recruits eligible individuals and assists them and their families with receiving services, such as rehabilitation for work-related injuries, career counseling, job training and placement, and occupational skills training. In addition, CHS provides assessment, case management, counseling, referral, and educational services (English as a second language, native language literacy, basic and workplace math skills, General Education Development test preparation, and college preparatory training).

Each project location is funded by separate grants from the U.S. Department of Education, Office of Special Education and Rehabilitation Services

PENNSYLVANIA

Migrant Education and Training Support (METS)

The Migrant Education and Training Support (METS) program, operated out of CHS-Pennsylvania, assists state migrant education programs to meet federal guidelines for migrant education. CHS has supported migrant education offices with evaluating existing migrant education programs, identifying and recruiting eligible students, and complying with state-specific migrant education regulations. The U.S. Department of Education posted on its website a CHS-designed curriculum intended to assist with the social complexity of reaching and engaging the families of migrant children in the U.S. METS has provided services for migrant education programs in Delaware, Idaho, Indiana, Montana, and San Jose, California. The following is a description of the projects operated in FY2011.

Washington State Migrant Education Program Evaluation

Each State Education Agency is required to determine the effectiveness of its Migrant Education Program (MEP) through a written evaluation that assesses the implementation and measures results achieved by the program against the State's performance targets, particularly for those students who have priority for service. In response to this need, the Office of the Superintendent of Public Instruction (OSPI) in Olympia, Washington, contracted with CHS to conduct an evaluation of the Washington State MEP. CHS was charged with:

- Evaluating the accountability and reporting systems of the Washington State Service Delivery Plan (SDP);
- Evaluating the implementation of the SDP at the state, regional, and school district levels;
- Evaluating the state's data collection system to ensure that activities produce valid data to inform the work of the migrant program at the state, regional, and school district levels; and
- Reviewing the scope of work of the OSPI state Migrant office and the state Migrant field offices in their implementation of the SDP.

Funded by Washington State Office of the Superintendent of Public Instruction

San Jose School District Region 13 Migrant Education Program Evaluation

Seeking to satisfy the Region's need to evaluate the local migrant student education program and determine areas needing improvement, the San Jose Unified School

District MEP, contracted with CHS to evaluate its summer programs. This evaluation sought to determine the effectiveness of the Academic Enrichment Camp for secondary students and the summer program for K-8 students through on-site visitation, interviews, staff surveys, and document review at the Regional Office. Included among the program components that were evaluated were: the Mathematics/English Enrichment Institute (MEEI), which provides college preparatory mathematics classes to underrepresented students and summer school activities at San Jose Unified School District Washington Elementary.

Our analysis focused on identifying ways to determine how migrant students are performing relative to other students on state assessments; how the effectiveness of MEP is currently assessed; the demographics of the migrant student population; MEP goals; MEP organizational structure and staffing; identification, recruitment, and child eligibility guidelines/procedures; the educational and support needs of migrant children in the district; and the district's service delivery plan; and ensuring continuity of services across school districts and the United States.

Funded by San Jose, California Unified School District

Susan Harwood Capacity Building Training Grant

The high non-fatal work injury rate among Hispanics is often connected to a lack of adequate training due to language, literacy, and accessibility issues. To help address this problem, CHS partnered with the Pennsylvania (PA) AFL-CIO to develop and test an occupational health and training curriculum for low-literacy food industry workers. CHS developed a training curriculum that taught workers to recognize hazards and use appropriate control measures and to understand their job safety and health rights and the OSHA (Occupational Safety and Health Administration)

“ We are so excited to be able to participate in this initial training program. It is a wonderful opportunity for us and for our KMF co-workers. ”

– Safety Director, Kaolin Mushroom Farms, Inc. –

regulations and standards. The PA AFL-CIO helped to organize an eight-member advisory committee and several focus groups to inform the curriculum development. The PA AFL-CIO also helped to recruit food industry workers to participate in the curriculum field test.

Funded through the U.S. Department of Labor, Occupational Safety & Health Administration

MARYLAND

CHS/McDaniel College 2010 and 2011 Summer StarTalk Institutes on Fostering Multidisciplinary Connections in Arabic and Chinese Language Programs

CHS completed the 2010 Summer StarTalk Institute and received a new award to implement the 2011 StarTalk Summer Institute during this fiscal year. This federal initiative is designed to enhance the national capacity for critical need languages, including Arabic and Mandarin.

The CHS/McDaniel College 2010 and 2011 STARTALK Summer Institutes offered Arabic and Chinese language instructors an opportunity to better their K-12 teaching skills during a four-week, 90-hour program. The summer institute and follow up workshops are held at McDaniel College in Westminster, MD. Following the National Standards for Foreign Language Education (communication, culture, connections, comparisons, and communities), StarTalk aims to enhance the quality and quantity of students and teachers learning, speaking, and teaching Arabic and Mandarin.

Funded by the National Security Agency through the National Foreign Language Center at the University of Maryland, College Park

NEW JERSEY

Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education

CHS successfully pursued new funding to continue administering a comprehensive Adult Education program for foreign-born adults. As a member of the Cumberland/Salem Regional Consortium, CHS administers instruction in Consolidated Adult Basic Skills (ABS) and Integrated English as a Second Language and Civics Education (IELCE). ABS instruction helps individuals attain or improve the basic or elementary reading, writing, and math skills needed to earn a high school diploma or GED and attain employment. Consolidated ABS combines ABS and English as a Second Language (ESL) instruction. IELCE incorporates ESL instruction with education on U.S. history, governance, and democracy. IELCE also helps students prepare for the U.S. naturalization test.

Funded by Salem County Vocational Technical School

Latinas Involved in Full Treatment (LIFT)

LIFT, a referral network hosted by CHS, is designed to ensure that Latinas living with HIV and AIDS in Cumberland County, New Jersey, have access to and continue to be actively engaged in quality HIV/AIDS treatment and care. CHS has established a linguistically and culturally appropriate case management system and provides interpreter services for those with limited English proficiency. Outreach workers identify and re-connect women living with HIV/AIDS to local services, and our partner, the Migrant Clinicians Network, ensures continuity of care once migrant women leave the Cumberland County area. To bridge gaps in languages and culture, LIFT employs interpreters who are female and former migrant and seasonal farmworkers.

Funded by the U.S. Health Resources and Services Administration / HIV/AIDS Bureau, Special Projects of National Significance Program

Supporting Women Living with HIV/AIDS

CHS is conducting activities to help women living with HIV/AIDS remain in treatment. Those activities include transporting the women to medical appointments; developing graphics for curriculum for Latinas & African American women to address gaps in knowledge about HIV/AIDS; and conducting outreach to local businesses and community groups as a way to reduce the stigma associated with HIV/AIDS that often causes people living with HIV/AIDS to not initiate treatment or to discontinue treatment.

Funded by the Danellie Foundation

Reducing Diabetes Disparities Project

CHS received its second three-year award to continue providing diabetes management services to African-American, Latino, and the Migrant and Seasonal Farmworker populations living in Cumberland County (New Jersey). In partnership with CompleteCare Health Network, Inc., a non-profit, community-based medical and dental care provider, CHS works to increase awareness about disparities in diabetes, increase screening and identification of individuals living with diabetes, and improve access to care and resources to improve diabetes management. CHS also provides yoga classes; nutritional classes, which include cooking demonstrations; and access to its food bank to project participants.

Funded by the New Jersey Department of Health and Senior Services, Office of Minority and Multicultural Health

South Jersey Families Re-Connected

CHS is the lead agency of South Jersey Families Re-Connected, a coalition of five organizations that are providing literacy services to families living in Cumberland County. CHS conducts the intake assessment, manages the cases, monitors and assesses each family's progress, and provides instruction in adult basic skills and English as a second language. The Center for Family Services and Seeds for Success provide instruction in parenting and financial literacy, respectively. Casa PRAC provides tutoring for school-aged children and the Vineland Police Chaplain Program counsels families in crisis.

Funded by the Pascale Sykes Family Foundation

AIDS Partnership Project

CHS provided HIV/AIDS prevention and education services to both males and females in Southern New Jersey. With the collaboration of CompleteCare Health Network, Inc., CHS supported HIV counseling and testing. The program, tailored after the Real AIDS Prevention Project, was designed to increase awareness of ways to prevent HIV, to encourage safer sexual behavior, and to change community norms by maximizing community participation in HIV/AIDS prevention efforts and making safer sex an acceptable norm.

Funded by the Hyacinth AIDS Foundation and the New Jersey AIDS Partnership

Institute of Mexicans Abroad Scholarship Program (Instituto de los Mexicanos en el Exterior-BECAS)

This program provided fellowships and stipends for Mexican students attending community colleges in New Jersey. The grant subsidized the studies of immigrants, 15 years or older, who are Mexican citizens or the children of Mexican citizens living in the United States. The grants also covered the stipends of educational advisors and coordinators of adult education programs that serve these students.

Funded by the Government of Mexico, Institute of Mexicans Abroad

*CHS provided IME Becas
scholarships to 87 adult students.*

FINANCIAL REPORT AND AUDIT INFORMATION

The Center for Human Services has a current established set of provisional rates for indirect costs under a Negotiated Indirect Cost Rate Agreement (NICRA) with the U.S. Agency for International Development. This rate is audited by the U.S. Government (DCAA) and applies across government grants.

CHS also has an independent audit report conducted annually as well as an audit to meet the requirements of

the U.S. Office of Management and Budget Circular A-133, Audits of States, Local Government, and Non Profits. For fiscal year 2011, these independent audits were completed by Rubino & McGeehin, Chartered, 6905 Rockledge Drive, Suite 700, Bethesda, MD 20817.

The following financial information summary is taken from the FY11 independent audit report by Rubino & McGeehin, dated January 30, 2012.

FY11 Statement of Financial Activities

(Year end – September 30, 2011)

REVENUE

Grants and Contracts	\$3,237,258
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COSTS AND EXPENSES

Direct Grant/Contract Costs*	\$2,652,511
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Indirect Expenses	\$674,691
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Total Costs and Expenses	\$3,327,202
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NET ASSETS

Change in Net Assets	(\$89,944)
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Net Assets (beginning of year)	\$72,953
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Net Assets (end of year)	(\$16,991)
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* Salaries and other direct costs included in this figure



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