

Form 990

Return of Organization Exempt From Income Tax

OMB No 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2017

Department of the Treasury Internal Revenue Service

Do not enter social security numbers on this form as it may be made public. Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

Form 990 header section containing organization name (COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY), EIN (41-1524088), address (8800 HIGHWAY 7, ST LOUIS PARK, MN 55426), and principal officer (STEVE PIEKARSKI).

(Part I) Summary

Summary table with columns for Revenue, Expenses, and Net Assets or Fund Balances. Rows include mission statement, revenue breakdown, fundraising expenses, and total assets/liabilities.

(Part II) Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete.

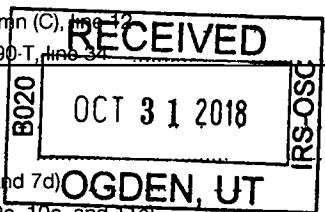
Signature of officer: STEVE PIEKARSKI, EXECUTIVE DIRECTOR. Date: 10/25/2018.

Preparer information: LAWRENCE H. MOHR, CPA, Preparer's name: BAKER TILLY VIRCHOW KRAUSE, LLP, Firm's EIN: 39-0859910.

May the IRS discuss this return with the preparer shown above? (see instructions) [X] Yes [] No

Vertical text on the left margin: SCANNED DEC 17 2018, 0423208240 NOV 13 2018, 03/15

Vertical text on the right margin: 29408314187018



Handwritten number: 034

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [X]

1 Briefly describe the organization's mission
OUR MISSION IS TO ENSURE A LIFE OF DIGNITY AND OPPORTUNITY FOR THOSE IN NEED THROUGHOUT HENNEPIN COUNTY.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [] Yes [X] No
If "Yes," describe these new services on Schedule O

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [] Yes [X] No
If "Yes," describe these changes on Schedule O

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported

4a (Code) (Expenses \$ 2,143,273. including grants of \$ 343,663.) (Revenue \$ 0.)
ENERGY ASSISTANCE: WE PROVIDE FINANCIAL ASSISTANCE TO LOW-INCOME HOUSEHOLDS TO ASSIST WITH ENERGY COSTS (GAS, HEAT, OIL) AND REPAIRS. WE PROVIDE DIRECT, ONE-TIME PAYMENTS TO ENERGY VENDORS THROUGH FUNDING RECEIVED FROM THE STATE AND FEDERAL GOVERNMENTS. ADDITIONALLY, EMERGENCY FUNDS ARE MADE AVAILABLE TO HOUSEHOLDS THROUGH STATE AND PRIVATE FUNDING SOURCES FOR CRISIS EVENTS AND FURNACE REPAIR. MARKETING AND OUTREACH EFFORTS ARE UTILIZED TO INFORM CUSTOMERS OF FUEL EFFICIENCY STRATEGIES; THIS PAST YEAR, WE CONDUCTED SEVERAL ENERGY CONSERVATION FAIRS AND WORKSHOPS TO PROVIDE INFORMATION AND FREE ENERGY CONSERVATION SUPPLIES TO LOW-INCOME HOUSEHOLDS.

4b (Code) (Expenses \$ 1,524,479. including grants of \$ 338,512.) (Revenue \$ 11,814.)
HOUSING AND RELATED SERVICES: WE PROVIDE FULL-CYCLE HOMEOWNERSHIP SERVICES, AS WELL AS RENTAL SUPPORT SERVICES, AND HOUSEHOLDS ALSO WERE HELPED WITH HOMELESS AND TRANSITIONAL HOUSING COUNSELING, INTENSIVE CASE MANAGEMENT SERVICES. THESE SERVICES ARE OFFERED TO ASSIST LOW-INCOME PEOPLE OBTAIN, MAINTAIN AND RETAIN SAFE AND AFFORDABLE HOUSING. WE ALSO PROVIDE SERVICES RELATED TO MEETING BASIC NEEDS (E.G., FINANCIAL OR OTHER ASSISTANCE WITH HEALTHCARE, CHILD CARE, EMPLOYMENT, FINANCIAL COUNSELING, EDUCATION, ETC.).

4c (Code) (Expenses \$ 495,090. including grants of \$ 83,060.) (Revenue \$ 0.)
COMMUNITY DEVELOPMENT: WE ENGAGE IN COMMUNITY DEVELOPMENT, WHICH ASSISTS COMMUNITY MEMBERS AND OTHER DIRECT SERVICE ORGANIZATIONS TO DEVELOP TO THEIR FULLEST CAPACITIES, IN ORDER TO BETTER SERVE LOW-INCOME AND HISTORICALLY UNDERREPRESENTED POPULATIONS. WE FOCUS ON WORKING WITH INDIVIDUALS, GROUPS AND ORGANIZATIONS THAT ARE INITIATED AT A GRASS-ROOTS LEVEL AND WANT TO PROVIDE SERVICES AT A LOCAL COMMUNITY LEVEL.

4d Other program services (Describe in Schedule O)
(Expenses \$ 661,558. including grants of \$ 0.) (Revenue \$ 16,381.)

4e Total program service expenses 4,824,400.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III</i>		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>	X	
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	X	
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>		X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>		X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>	X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>	X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>	X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I</i>		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>		X

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Part IV Checklist of Required Schedules *(continued)*

	Yes	No
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		X
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>	X	
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		X
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If "Yes," complete Schedule L, Part II</i>		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions)		
a A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
b A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19?	X	

Note. All Form 990 filers are required to complete Schedule O

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Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

Form 990 (2017) Part V grid with columns for line number, amount, and Yes/No checkboxes. Includes sections for backup withholding, employee reporting, foreign accounts, and charitable contributions.

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Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O See instructions

Check if Schedule O contains a response or note to any line in this Part VI

Section A. Governing Body and Management

		Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O		
	18		
b	Enter the number of voting members included in line 1a, above, who are independent		
	18		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?		X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	X	
5	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6	Did the organization have members or stockholders?		X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	X	
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following.		
a	The governing body?	X	
b	Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O		X
	9		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10a		X
b		
10b		
11a	X	
b		
11b		
12a	X	
b	X	
12b	X	
c	X	
12c	X	
13	X	
14	X	
15		
a	X	
15a	X	
b		X
15b		X
16a		X
b		
16b		

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed **MN**
- 18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain in Schedule O)
- 19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year
- 20 State the name, address, and telephone number of the person who possesses the organization's books and records **REGGIE TURNER - (952) 697-1331**
8800 HIGHWAY 7, NO. 401, ST LOUIS PARK, MN 55426

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed Report compensation for the calendar year ending with or within the organization's tax year

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation Enter -0- in columns (D), (E), and (F) if no compensation was paid
- List all of the organization's **current** key employees, if any See instructions for definition of "key employee "
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations
- List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations

List persons in the following order individual trustees or directors, institutional trustees, officers, key employees, highest compensated employees, and former such persons

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) MARY BRINDLE BOARD CHAIR	3.00	X		X				0.	0.	0.
(2) DAVID KRAUSE BOARD VICE CHAIR	3.00	X		X				0.	0.	0.
(3) DENNIS ENGLISH BOARD SECRETARY	3.00	X		X				0.	0.	0.
(4) DANIEL DUHAMEL BOARD TREASURER	3.00	X		X				0.	0.	0.
(5) DAVID ASP MEMBER	1.00	X						0.	0.	0.
(6) ANTHONY BAQUERO MEMBER	1.00	X						0.	0.	0.
(7) ALMA BROWN MEMBER	1.00	X						0.	0.	0.
(8) ABDIRAHIM BUSURI MEMBER	1.00	X						0.	0.	0.
(9) JUSTIN GILLETTE MEMBER	1.00	X						0.	0.	0.
(10) DEBBIE GOETTEL MEMBER	1.00	X						0.	0.	0.
(11) CAM GORDON MEMBER	1.00	X						0.	0.	0.
(12) ROBERT GUTIERREZ MEMBER	1.00	X						0.	0.	0.
(13) MARVIN D. JOHNSON MEMBER	1.00	X						0.	0.	0.
(14) KAREN KEITEL MEMBER	1.00	X						0.	0.	0.
(15) MARK MATASOVSKY MEMBER	1.00	X						0.	0.	0.
(16) JEANNE MCTOOTLE MEMBER	1.00	X						0.	0.	0.
(17) MICHAEL MOBLEY MEMBER	1.00	X						0.	0.	0.

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Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) SOLOMON OGUNYEMI MEMBER	1.00	X					0.	0.	0.	
(19) RUTH RUFFIN MEMBER	1.00	X					0.	0.	0.	
(20) ABIDI WARSAME MEMBER	1.00	X					0.	0.	0.	
(21) CHAR WILKINSON MEMBER	1.00	X					0.	0.	0.	
(22) SCOTT ZEMKE EXECUTIVE DIRECTOR	40.00			X			116,952.	0.	12,302.	
(23) JAMES WROBEL DIRECTOR OF FINANCE - PARTIAL YEAR	40.00			X			79,926.	0.	14,657.	
1b Sub-total							196,878.	0.	26,959.	
c Total from continuation sheets to Part VII, Section A							0.	0.	0.	
d Total (add lines 1b and 1c)							196,878.	0.	26,959.	

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 1

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization Report compensation for the calendar year ending with or within the organization's tax year

(A) Name and business address	(B) Description of services	(C) Compensation
CLIFTONLARSONALLEN, LLP P.O. BOX 776376, CHICAGO, IL 60677	ACCOUNTING CONSULTANTS AND TEMP	241,577.
METRO HEATING & COOLING, LLC 1220 COPE AVE E, MAPLEWOOD, MN 55109	ENERGY ASSISTANCE PAYMENTS	103,793.

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 3

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Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

			(A)	(B)	(C)	(D)		
			Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512-514		
Contributions, Gifts, Grants and Other Similar Amounts	1 a	Federated campaigns	1a					
	b	Membership dues	1b					
	c	Fundraising events	1c					
	d	Related organizations	1d					
	e	Government grants (contributions)	1e	5,907,731.				
	f	All other contributions, gifts, grants, and similar amounts not included above	1f	135,757.				
	g	Noncash contributions included in lines 1a-1f \$						
	h	Total. Add lines 1a-1f		6,043,488.				
Program Service Revenue	2 a	<u>TRAINING REVENUE</u>	Business Code	900099	11,814.	11,814.		
	b	<u>LOAN PAYMENT</u>	900099	9,200.	9,200.			
	c	<u>OTHER PROGRAM REVENUE</u>	900099	7,181.	7,181.			
	d							
	e							
	f	All other program service revenue						
	g	Total. Add lines 2a-2f		28,195.				
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		2,015.			2,015.	
	4	Income from investment of tax-exempt bond proceeds						
	5	Royalties						
	6 a	Gross rents	(i) Real					
			(ii) Personal					
	b	Less rental expenses						
	c	Rental income or (loss)						
	d	Net rental income or (loss)						
	7 a	Gross amount from sales of assets other than inventory	(i) Securities		14,895.			
			(ii) Other					
	b	Less cost or other basis and sales expenses		11,925.				
	c	Gain or (loss)		2,970.				
	d	Net gain or (loss)		2,970.			2,970.	
8 a	Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c) See Part IV, line 18	a						
		b	Less direct expenses					
		c	Net income or (loss) from fundraising events					
9 a	Gross income from gaming activities See Part IV, line 19	a						
		b	Less direct expenses					
		c	Net income or (loss) from gaming activities					
10 a	Gross sales of inventory, less returns and allowances	a						
		b	Less cost of goods sold					
		c	Net income or (loss) from sales of inventory					
Miscellaneous Revenue			Business Code					
11 a	<u>RECEIVERSHIP PROCEEDS</u>	900099	350,448.			350,448.		
b								
c								
d	All other revenue							
e	Total. Add lines 11a-11d		350,448.					
12	Total revenue. See instructions.		6,427,116.	28,195.	0.	355,433.		

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Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
<i>-Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII</i>				
1 Grants and other assistance to domestic organizations and domestic governments See Part IV, line 21				
2 Grants and other assistance to domestic individuals See Part IV, line 22	765,235.	765,235.		
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	223,837.	186,199.	37,638.	
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	2,840,155.	2,369,359.	468,383.	2,413.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	81,088.	65,567.	15,521.	
9 Other employee benefits	361,071.	291,938.	68,742.	391.
10 Payroll taxes	322,633.	260,876.	61,757.	
11 Fees for services (non-employees)				
a Management				
b Legal				
c Accounting	88,075.		88,075.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees	1,042.		1,042.	
g Other (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	456,269.	148,005.	308,264.	
12 Advertising and promotion	335,874.	327,274.	8,600.	
13 Office expenses	96,662.	48,983.	47,679.	
14 Information technology				
15 Royalties				
16 Occupancy	307,476.	165,067.	142,409.	
17 Travel	51,298.	42,115.	9,138.	45.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	41,430.	26,249.	15,181.	
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	22,447.	18,828.	3,619.	
23 Insurance	9,169.	7,060.	2,109.	
24 Other expenses Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a EQUIPMENT RENTAL	157,871.	65,813.	92,058.	
b MISCELLANEOUS EXPENSE	133,225.	32,222.	100,957.	46.
c DUES AND LICENSES	64,150.	3,610.	57,398.	3,142.
d _____				
e All other expenses _____				
25 Total functional expenses Add lines 1 through 24e	6,359,007.	4,824,400.	1,528,570.	6,037.
26 Joint costs Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation				

Check here if following SOP 98-2 (ASC 958-720)

**COMMUNITY ACTION PARTNERSHIP OF HENNEPIN
COUNTY**

Form 990 (2017)

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Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing		1	
	2 Savings and temporary cash investments	205,966.	2	280,578.
	3 Pledges and grants receivable, net	785,584.	3	658,600.
	4 Accounts receivable, net		4	
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr) Complete Part II of Sch L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	84,565.	9	66,884.
	10a Land, buildings, and equipment cost or other basis Complete Part VI of Schedule D	10a 174,052.		
	b Less accumulated depreciation	10b 104,255.	76,156.	10c 69,797.
	11 Investments - publicly traded securities	99,796.	11	114,918.
	12 Investments - other securities See Part IV, line 11		12	
	13 Investments - program-related See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets See Part IV, line 11		15	
16 Total assets. Add lines 1 through 15 (must equal line 34)	1,252,067.	16	1,190,777.	
Liabilities	17 Accounts payable and accrued expenses	203,621.	17	260,291.
	18 Grants payable		18	
	19 Deferred revenue	218,090.	19	34,090.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability Complete Part IV of Schedule D	20,547.	21	0.
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24) Complete Part X of Schedule D	60,929.	25	66,304.
	26 Total liabilities. Add lines 17 through 25	503,187.	26	360,685.
Net Assets or Fund Balances	27 Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	708,454.	27	611,612.
	28 Temporarily restricted net assets	40,426.	28	218,480.
	29 Permanently restricted net assets		29	
	30 Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
33 Total net assets or fund balances	748,880.	33	830,092.	
34 Total liabilities and net assets/fund balances	1,252,067.	34	1,190,777.	

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Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	6,427,116.
2	Total expenses (must equal Part IX, column (A), line 25)	2	6,359,007.
3	Revenue less expenses Subtract line 2 from line 1	3	68,109.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	748,880.
5	Net unrealized gains (losses) on investments	5	13,103.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	830,092.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

		Yes	No
1	Accounting method used to prepare the Form 990 <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O	X	
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?	X	
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits	X	

Form 990 (2017)

SCHEDULE A
(Form 990 or 990-EZ)

Public Charity Status and Public Support

OMB No 1545-0047

2017

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.
▶ Attach to Form 990 or Form 990-EZ.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Name of the organization **COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY** Employer identification number **41-1524088**

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions

The organization is not a private foundation because it is (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
- 2 A school described in section 170(b)(1)(A)(ii). (Attach Schedule E (Form 990 or 990-EZ))
- 3 A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
- 4 A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II)
- 6 A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II)
- 8 A community trust described in section 170(b)(1)(A)(vi). (Complete Part II)
- 9 An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land grant college or university or a non-land-grant college of agriculture (see instructions) Enter the name, city, and state of the college or university _____
- 10 An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions - subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975 See section 509(a)(2). (Complete Part III)
- 11 An organization organized and operated exclusively to test for public safety See section 509(a)(4).
- 12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2) See section 509(a)(3). Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s) **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions) **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions) **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization
 - f Enter the number of supported organizations

07

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
Total						

COMMUNITY ACTION PARTNERSHIP OF HENNEPIN

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
1 Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants.")	3109814.	3916888.	4506655.	5968287.	6043488.	23545132.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	3109814.	3916888.	4506655.	5968287.	6043488.	23545132.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						23545132.

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
7 Amounts from line 4	3109814.	3916888.	4506655.	5968287.	6043488.	23545132.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	3,679.	4,525.	7,094.	5,437.	2,015.	22,750.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI)					350,448.	350,448.
11 Total support. Add lines 7 through 10						23918330.
12 Gross receipts from related activities, etc (see instructions)					12	

13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

Section C. Computation of Public Support Percentage

14 Public support percentage for 2017 (line 6, column (f) divided by line 11, column (f))	14	98.44 %
15 Public support percentage from 2016 Schedule A, Part II, line 14	15	99.88 %

- 16a **33 1/3% support test - 2017.** If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization **X**
- b **33 1/3% support test - 2016.** If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization
- 17a **10% -facts-and-circumstances test - 2017.** If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization
- b **10% -facts-and-circumstances test - 2016.** If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization
- 18 **Private foundation.** If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
1 Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12)						

14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

Section C. Computation of Public Support Percentage

15 Public support percentage for 2017 (line 8, column (f) divided by line 13, column (f))	15	%
16 Public support percentage from 2016 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2017 (line 10c, column (f) divided by line 13, column (f))	17	%
18 Investment income percentage from 2016 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2017. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2016. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

Table with 3 columns: Question, Yes, No. Rows 1-10b containing questions about supported organizations, including IRS status, foreign support, and excess business holdings.

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
b A family member of a person described in (a) above?		
c A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI.		

Section B. Type I Supporting Organizations

	Yes	No
1 Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
3 By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).			
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.			
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.			
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).			
2 Activities Test Answer (a) and (b) below.			
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.			
b Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.			
3 Parent of Supported Organizations Answer (a) and (b) below.			
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.			
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.			

Part IV Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI) See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year)		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI)		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d	3	
4	Cash deemed held for exempt use Enter 1-1/2% of line 3 (for greater amount, see instructions)	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions)	6	

7 Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions)

COMMUNITY ACTION PARTNERSHIP OF HENNEPIN

Schedule A (Form 990 or 990-EZ) 2017 COUNTY

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Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	
4	Amounts paid to acquire exempt-use assets	
5	Qualified set-aside amounts (prior IRS approval required)	
6	Other distributions (describe in Part VI) See instructions	
7	Total annual distributions. Add lines 1 through 6	
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI) See instructions	
9	Distributable amount for 2017 from Section C, line 6	
10	Line 8 amount divided by line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2017	(iii) Distributable Amount for 2017
1	Distributable amount for 2017 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2017 (reasonable cause required- explain in Part VI) See instructions		
3	Excess distributions carryover, if any, to 2017		
a			
b	From 2013		
c	From 2014		
d	From 2015		
e	From 2016		
f	Total of lines 3a through e		
g	Applied to underdistributions of prior years		
h	Applied to 2017 distributable amount		
i	Carryover from 2012 not applied (see instructions)		
j	Remainder Subtract lines 3g, 3h, and 3i from 3f		
4	Distributions for 2017 from Section D, line 7 \$		
a	Applied to underdistributions of prior years		
b	Applied to 2017 distributable amount		
c	Remainder Subtract lines 4a and 4b from 4		
5	Remaining underdistributions for years prior to 2017, if any Subtract lines 3g and 4a from line 2 For result greater than zero, explain in Part VI. See instructions		
6	Remaining underdistributions for 2017 Subtract lines 3h and 4b from line 1 For result greater than zero, explain in Part VI See instructions		
7	Excess distributions carryover to 2018. Add lines 3j and 4c		
8	Breakdown of line 7		
a	Excess from 2013		
b	Excess from 2014		
c	Excess from 2015		
d	Excess from 2016		
e	Excess from 2017		

Schedule A (Form 990 or 990-EZ) 2017

COMMUNITY ACTION PARTNERSHIP OF HENNEPIN

Schedule A (Form 990 or 990-EZ) 2017 COUNTY

41-1524088 Page 8

Part VI Supplemental Information. Provide the explanations required by Part II, line 10, Part II, line 17a or 17b, Part III, line 12, Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c, Part IV, Section B, lines 1 and 2, Part IV, Section C, line 1, Part IV, Section D, lines 2 and 3, Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b, Part V, line 1, Part V, Section B, line 1e, Part V, Section D, lines 5, 6, and 8, and Part V, Section E, lines 2, 5, and 6 Also complete this part for any additional information (See instructions)

SCHEDULE A, PART II, LINE 10, EXPLANATION FOR OTHER INCOME:

RECEIVERSHIP INCOME

2017 AMOUNT: \$ 350,448.

Multiple horizontal lines for providing additional information.

SCHEDULE D
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
▶ Attach to Form 990.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No 1545-0047

2017
Open to Public Inspection

Name of the organization **COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY**

Employer identification number
41-1524088

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7

1 Purpose(s) of conservation easements held by the organization (check all that apply)	
<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	
2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year	
a Total number of conservation easements	Held at the End of the Tax Year
b Total acreage restricted by conservation easements	2a
c Number of conservation easements on a certified historic structure included in (a)	2b
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2c
3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ _____	2d
4 Number of states where property subject to conservation easement is located ▶ _____	
5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ _____	
7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$ _____	
8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements	

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items	
b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items	
(i) Revenue included on Form 990, Part VIII, line 1	▶ \$ _____
(ii) Assets included in Form 990, Part X	▶ \$ _____
2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items	
a Revenue included on Form 990, Part VIII, line 1	▶ \$ _____
b Assets included in Form 990, Part X	▶ \$ _____

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2017

COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets *(continued)*

- 3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply)
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange programs
 - e Other _____
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If "Yes," explain the arrangement in Part XIII and complete the following table
- | | Amount |
|---------------------------------|--------|
| c Beginning balance | 1c |
| d Additions during the year | 1d |
| e Distributions during the year | 1e |
| f Ending balance | 1f |
- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds. Complete if the organization answered "Yes" on Form 990, Part IV, line 10

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as
- a Board designated or quasi-endowment _____ %
 - b Permanent endowment _____ %
 - c Temporarily restricted endowment _____ %
- The percentages on lines 2a, 2b, and 2c should equal 100%
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by
- (i) unrelated organizations

	Yes	No
3a(i)		
3a(ii)		
3b		
 - (ii) related organizations
- b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?

4 Describe in Part XIII the intended uses of the organization's endowment funds

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements				
d Equipment		174,052.	104,255.	69,797.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				69,797.

**COMMUNITY ACTION PARTNERSHIP OF HENNEPIN
COUNTY**

Schedule D (Form 990) 2017

41-1524088 Page 3

Part VII Investments - Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b See Form 990, Part X, line 12

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total (Col. (b) must equal Form 990, Part X, col. (B) line 12.)		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c See Form 990, Part X, line 13

(a) Description of investment	(b) Book value	(c) Method of valuation Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total (Col. (b) must equal Form 990, Part X, col. (B) line 13.)		

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d See Form 990, Part X, line 15

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total (Column (b) must equal Form 990, Part X, col. (B) line 15.)	

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f See Form 990, Part X, line 25

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) COMPENSATED ABSENCES PAYABLE	66,304.
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total (Column (b) must equal Form 990, Part X, col. (B) line 25.)	66,304.

2. Liability for uncertain tax positions In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740) Check here if the text of the footnote has been provided in Part XIII

Schedule D (Form 990) 2017

COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a

1	Total revenue, gains, and other support per audited financial statements		1	6,439,177.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12			
a	Net unrealized gains (losses) on investments	2a	13,103.	
b	Donated services and use of facilities	2b		
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII)	2d		
e	Add lines 2a through 2d	2e	13,103.	
3	Subtract line 2e from line 1	3	6,426,074.	
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	1,042.	
b	Other (Describe in Part XIII)	4b		
c	Add lines 4a and 4b	4c	1,042.	
5	Total revenue Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5	6,427,116.	

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a

1	Total expenses and losses per audited financial statements		1	6,357,965.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25			
a	Donated services and use of facilities	2a		
b	Prior year adjustments	2b		
c	Other losses	2c		
d	Other (Describe in Part XIII)	2d		
e	Add lines 2a through 2d	2e	0.	
3	Subtract line 2e from line 1	3	6,357,965.	
4	Amounts included on Form 990, Part IX, line 25, but not on line 1			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	1,042.	
b	Other (Describe in Part XIII)	4b		
c	Add lines 4a and 4b	4c	1,042.	
5	Total expenses Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5	6,359,007.	

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9, Part III, lines 1a and 4, Part IV, lines 1b and 2b, Part V, line 4, Part X, line 2, Part XI, lines 2d and 4b, and Part XII, lines 2d and 4b Also complete this part to provide any additional information

PART IV, LINE 2B:

CAPHC PROVIDES FISCAL AGENT SERVICES TO ORGANIZATIONS THAT DO NOT HAVE INTERNAL FINANCIAL CAPACITY. THE ORGANIZATION ACTED AS A FISCAL AGENT FOR OUTDOORS WITH HEROES, INC. AND HENNEPIN COUNTY TEEN PARENT CONNECTION. THESE ARRANGEMENTS CONCLUDED IN DECEMBER 2017. SEE PROGRAM SERVICE ACCOMPLISHMENTS AS EXPLAINED IN FORM 990, PART III, LINE 4C.

PART X, LINE 2:

THE ORGANIZATION HAS RECEIVED NOTIFICATION THAT IT QUALIFIES AS A TAX-EXEMPT ORGANIZATION UNDER SECTION 501 (C)(3) OF THE U.S. INTERNAL REVENUE CODE AND CORRESPONDING PROVISIONS OF STATE LAW AND, ACCORDINGLY, IS NOT SUBJECT TO FEDERAL OR STATE INCOME TAXES. HOWEVER, UNRELATED

Part XIII Supplemental Information (continued)

BUSINESS INCOME MAY BE SUBJECT TO TAXATION. THE ORGANIZATION'S TAX RETURNS ARE SUBJECT TO REVIEW AND EXAMINATION BY FEDERAL AND STATE AUTHORITIES. THE ORGANIZATION IS NOT CURRENTLY UNDER EXAMINATION BY ANY TAXING JURISDICTION.

ACCOUNTING STANDARDS REQUIRE THE ORGANIZATION TO EVALUATE POSITIONS TAKEN BY THE ORGANIZATION AND RECOGNIZE A TAX LIABILITY (OR ASSET) IF THE ORGANIZATION HAS TAKEN AN UNCERTAIN POSITION THAT MORE LIKELY THAN NOT WOULD NOT BE SUSTAINED UPON EXAMINATION BY APPLICABLE TAX AUTHORITIES. MANAGEMENT HAS ANALYZED TAX POSITIONS TAKEN BY THE ORGANIZATION, AND HAS CONCLUDED THAT AS OF DECEMBER 31, 2017 AND 2016, THERE ARE NO UNCERTAIN POSITIONS TAKEN OR EXPECTED TO BE TAKEN THAT WOULD REQUIRE RECOGNITION OF A LIABILITY (OR ASSET) OR DISCLOSURE IN THE FINANCIAL STATEMENTS.

SCHEDULE I
(Form 990)

Department of the Treasury
Internal Revenue Service

**Grants and Other Assistance to Organizations,
Governments, and Individuals in the United States**

Complete if the organization answered "Yes" on Form 990, Part IV, line 21 or 22.

▶ Attach to Form 990.

▶ Go to www.irs.gov/Form990 for the latest information.

OMB No 1545-0047

2017

Open to Public
Inspection

Name of the organization
**COMMUNITY ACTION PARTNERSHIP OF HENNEPIN
COUNTY**
Employer identification number
41-1524088

Part I General Information on Grants and Assistance

1 Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance? Yes No

2 Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States
Part II Grants and Other Assistance to Domestic Organizations and Domestic Governments. Complete if the organization answered "Yes" on Form 990, Part IV, line 21, for any recipient that received more than \$5,000. Part II can be duplicated if additional space is needed

1 (a) Name and address of organization or government	(b) EIN	(c) IRC section (if applicable)	(d) Amount of cash grant	(e) Amount of non-cash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of non-cash assistance	(h) Purpose of grant or assistance

2 Enter total number of section 501(c)(3) and government organizations listed in the line 1 table ▲

3 Enter total number of other organizations listed in the line 1 table ▲

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule I (Form 990) (2017)

COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY

Schedule I (Form 990) (2017)

Complete if the organization answered "Yes" on Form 990, Part IV, line 22

Part III Grants and Other Assistance to Domestic Individuals. Part III can be duplicated if additional space is needed

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of non-cash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of noncash assistance
ENERGY ASSISTANCE	53986	343,663.	0.	FMV	
RENT ASSISTANCE	37	93,275.	0.	FMV	
HOME REPAIRS	100	49,455.	0.	FMV	
CAR REPAIRS	273	81,009.	0.	FMV	
FOOD ASSISTANCE	401	33,381.	0.	FMV	

Part IV Supplemental Information. Provide the information required in Part I, line 2, Part III, column (b), and any other additional information

PART I, LINE 2:

USE OF GRANT FUNDS ARE MONITORED BOTH ON THE FINANCIAL AND THE PROGRAMMATIC SIDES. THE TWO SYSTEMS WORK TOGETHER TO ENSURE APPROPRIATE ACCOUNTING AND EXPENDITURE OF FUNDS ON THE PROGRAMMATIC SIDE. ALL CLIENTS WHO RECEIVE SERVICES AND FUNDS ARE SCREENED FOR ELIGIBILITY GUIDELINES FOR EACH PROGRAM FOR WHICH THEY ARE APPLYING. ELIGIBILITY GUIDELINES FOR EACH PROGRAM ARE PROVIDED TO APPLICABLE STAFF, THESE GUIDELINES FORM THE FIRST PART OF THE SCREENING TOOLS FOR EACH SPECIFIC PROGRAM. PROGRAM STAFF DETERMINE ELIGIBILITY FOR SERVICES (THROUGH

COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY

Schedule I (Form 990)

41-1524088

Page 2

Part III Continuation of Grants and Other Assistance to Individuals in the United States (Schedule I (Form 990), Part III)

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of non-cash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of non cash assistance
MISCELLANEOUS CLIENT ASSISTANCE	200.	164,452.	0.	FMV	

Part IV Supplemental Information

INTERVIEW AND AUTOMATED DATABASE PROCESSES), THEY ALSO TRACK CLIENT PROGRESS AND CONTINUED ELIGIBILITY FOR SERVICES. PROGRAM STAFF SUBMIT FUNDING EXPENSE REQUESTS TO THE FINANCE DEPARTMENT WHICH THEN REVIEWS AND TIES THE REQUESTS INTO THE APPLICABLE GRANTS. THE FINANCE DEPARTMENT PREPARES MONTHLY MANAGERS' REPORTS, ENABLING SENIOR STAFF TO VERIFY THAT FUNDS ARE BEING APPLIED CORRECTLY FROM THE VARIOUS GRANTS QUARTERLY (IN SOME CASES MONTHLY) REPORTS DUE TO FUNDERS PROVIDE A FINAL LAYER OF ACCOUNTABILITY BY PROVIDING ANOTHER REVIEW OF CLIENT FILES TO ASSURE APPROPRIATE CLIENT VERIFICATION AND RECORD KEEPING.

[Empty lined area for supplemental information]

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest information.

OMB No 1545-0047

2017

Open to Public
Inspection

Name of the organization

COMMUNITY ACTION PARTNERSHIP OF HENNEPIN
COUNTY

Employer identification number
41-1524088

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

OUR MISSION IS TO ENSURE A LIFE OF DIGNITY AND OPPORTUNITY FOR THOSE IN
NEED THROUGHOUT HENNEPIN COUNTY.

FORM 990, PART III, LINE 4D, OTHER PROGRAM SERVICES:

WE PROVIDE MANY OPPORTUNITIES TO INFORM AND EDUCATE OUR CUSTOMERS AND
THE COMMUNITY AT LARGE. STRATEGIES INCLUDE CONDUCTING WORKSHOPS RELATED
TO RENTER DUTIES AND RIGHTS, OFFERING VOTER EDUCATION AND REGISTRATION
SERVICES, PROVIDING INFORMATION AND RESOURCES TO PEOPLE TO HELP THEM
UNDERSTAND THE NATURE OF POVERTY AND METHODS TO REDUCE OR MITIGATE ITS
EFFECTS. WE PROVIDE ORAL AND WRITTEN INFORMATION AND REFERRAL SERVICES
TO PEOPLE WHO CONTACT US, PARTICIPATING IN COMMUNITY EVENTS THROUGHOUT
THE SERVICE AREA SEVERAL TIMES PER MONTH, AND OFFERING OR COLLABORATING
ON PROGRAMS DESIGNED TO ENGAGE PEOPLE IN THE POLITICAL, SOCIAL AND
EDUCATIONAL PROCESSES THAT AFFECT THEM.

THE FOLLOWING PROGRAMS WERE ALSO OFFERED THROUGH THE ORGANIZATION
DURING THE 2017 PROGRAM YEAR: EMERGENCY SERVICES (SHORT-TERM
ASSISTANCE), WHICH INCLUDES LIMITED FINANCIAL ASSISTANCE FOR HOUSING,
BASIC NEEDS AND TRANSPORTATION AND RENTERS TRAINING, VEHICLE REPAIR
PROGRAM, SNAP (FOOD SUPPORT), LEGAL SERVICES CLINICS, PREPARED TAX
RETURNS, FINANCIAL AND BUDGETING EDUCATION AND/OR COUNSELING, BENEFIT
ENROLLMENT ASSISTANCE AND SERVICES, MNSURE APPLICATION ASSISTANCE.
EXPENSES \$ 661,558. INCLUDING GRANTS OF \$ 0. REVENUE \$ 16,381.

FORM 990, PART VI, SECTION A, LINE 1:

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990 or 990-EZ) (2017)

732211 09-07-17

Name of the organization COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY	Employer identification number 41-1524088
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THE COMPOSITION OF THE EXECUTIVE COMMITTEE IS THE OFFICERS OF THE BOARD:
CHAIR OF THE BOARD, VICE CHAIR OF THE BOARD, SECRETARY AND TREASURER. THE
EXECUTIVE COMMITTEE IS EMPOWERED TO ACT ON BEHALF OF THE BOARD OF DIRECTORS
IN THE INTERVALS BETWEEN MEETINGS, SUBJECT TO THE DIRECTION AND CONTROL OF
THE BOARD OF DIRECTORS.

FORM 990, PART VI, SECTION A, LINE 4:

THE ORGANIZATION AMENDED ITS ARTICLES OF INCORPORATION TO CHANGE ITS NAME
FROM COMMUNITY ACTION PARTNERSHIP OF SUBURBAN HENNEPIN TO COMMUNITY ACTION
PARTNERSHIP OF HENNEPIN COUNTY AND TO EXPAND THE SERVICE AREA TO INCLUDE
THE CITY OF MINNEAPOLIS.

FORM 990, PART VI, SECTION A, LINE 7A:

THE GOVERNING BODY INCLUDES SEVEN PUBLIC OFFICIALS: THREE HENNEPIN COUNTY
COMMISSIONERS OR THEIR DESIGNEES, TWO CITY OF MINNEAPOLIS REPRESENTATIVES
OR THEIR DESIGNEES AND TWO ELECTED OFFICIALS FROM GEOGRAPHICALLY DIVERSE
AREAS OF SUBURBAN AND RURAL HENNEPIN COUNTY, SELECTED BY THE HENNEPIN
COUNTY BOARD OF COMMISSIONERS THROUGH THE CITIZEN ADVISORY BOARD
APPLICATION PROCESS.

FORM 990, PART VI, SECTION B, LINE 11B:

THE FINANCE COMMITTEE RECEIVES, REVIEWS AND APPROVES THE FORM 990 PRIOR TO
FILING. COPIES OF THE FORM 990 ARE PROVIDED TO THE EXECUTIVE COMMITTEE
MEMBERS AND LATER TO THE FULL BOARD OF DIRECTORS PRIOR TO FILING.

FORM 990, PART VI, SECTION B, LINE 12C:

ANNUALLY, ALL STAFF AND BOARD MEMBERS ARE REQUIRED TO SIGN A CONFLICT OF
INTEREST STATEMENT INDICATING THAT THEY WILL DISCLOSE CONFLICTS OR

Name of the organization COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY	Employer identification number 41-1524088
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POTENTIAL CONFLICTS. IF THEY FEEL A CONFLICT ARISES THEY ARE REQUIRED TO INFORM THE APPROPRIATE OFFICIAL; FOR THE BOARD THAT WOULD BE THE BOARD CHAIR, FOR STAFF THAT WOULD BE THE EXECUTIVE DIRECTOR. AT EACH BOARD MEETING, BOARD MEMBERS ARE ASKED TO STATE WHETHER THEY HAVE ANY CONFLICTS WITH ANY AGENDA ITEM FOR THAT MEETING. BOARD MEMBERS ARE REQUIRED TO EXPLAIN THEIR CONFLICT AND EXCUSE THEMSELVES FROM THE DECISION MAKING PROCESS. STAFF MEMBERS ARE NOT ALLOWED TO MAKE DECISIONS THAT WOULD BENEFIT THEM OR THEIR FAMILIES. THE EXECUTIVE COMMITTEE MEMBERS AND MANAGEMENT STAFF CONTINUALLY REVIEW TO ASSURE WE DO NOT ENTER INTO CONFLICT SITUATIONS. IF STAFF AND BOARD MEMBERS QUALIFY FOR OUR SERVICES WE HAVE VARIOUS METHODS OF HANDLING IT; IF THE ENERGY ASSISTANCE PROGRAM IS BEING ACCESSED, THE STAFF AT THE DEPARTMENT OF COMMERCE REVIEW ELIGIBILITY AND MAKES THE DECISION. IF BOARD MEMBERS REQUIRE OUR SERVICES, MEMBERS OF THE EXECUTIVE COMMITTEE ALONG WITH THE EXECUTIVE DIRECTOR AND THE APPROPRIATE DEPARTMENT MANAGER WILL REVIEW AND APPROVE OR DISAPPROVE THE ACCESS. IF STAFF UTILIZE OUR SERVICES, THEN THE APPROPRIATE DEPARTMENT MANAGER AND THE EXECUTIVE DIRECTOR REVIEW AND APPROVE OR DISAPPROVE ACCESS. PROCEEDINGS RESULTING FROM CONFLICTS OF INTEREST ARE DOCUMENTED IN MEETING MINUTES OR AS OTHERWISE APPROPRIATE.

FORM 990, PART VI, SECTION B, LINE 15A:
THE BOARD'S PERSONNEL COMMITTEE ANNUALLY REVIEWS THE EXECUTIVE DIRECTOR'S PERFORMANCE AND RECOMMENDS SALARY INCREASES AS THEY FEEL ARE APPROPRIATE. IN JANUARY, THE CHAIR OF THE PERSONNEL COMMITTEE HAS ALL BOARD MEMBERS, MANAGEMENT, STAFF, AND RANDOMLY SELECTED REGULAR STAFF COMPLETE A QUESTIONNAIRE ON THE EXECUTIVE DIRECTOR'S PERFORMANCE. THE PERSONNEL COMMITTEE REVIEWS THAT INFORMATION AND MAKES RECOMMENDATIONS TO THE CHAIR OF THE PERSONNEL COMMITTEE. THE CHAIR OF THE PERSONNEL COMMITTEE THEN MEETS

Name of the organization COMMUNITY ACTION PARTNERSHIP OF HENNEPIN COUNTY

Employer identification number 41-1524088

WITH THE EXECUTIVE DIRECTOR, SETTING GOALS AND MAKING RECOMMENDATIONS. RECORDS OF THE PROCESS ARE MAINTAINED BY THE CHAIR OF THE COMMITTEE. SALARY ADJUSTMENTS ARE COMPARED TO THE COUNCIL OF NONPROFITS STATEWIDE AND REGIONAL SALARY REVIEW. IN ADDITION, COMPARISONS ARE MADE AGAINST OTHER TWIN CITIES MANAGERS. THE EXECUTIVE DIRECTOR RECEIVED A COST OF LIVING ADJUSTMENT IN 2017, ALONG WITH ALL EMPLOYEES. THE MOST RECENT REVIEW OF THE EXECUTIVE DIRECTOR'S COMPENSATION WAS PERFORMED IN OCTOBER 2017.

ANNUALLY IN OCTOBER, ALL MANAGERS START A REVIEW PROCESS ON ALL OF THEIR EMPLOYEES. THESE REVIEWS ARE TO BE COMPLETED PRIOR TO THE EXECUTIVE DIRECTOR RECEIVING THE REVIEW. A STANDARDIZED PERFORMANCE REPORT IS COMPLETED ON EACH EMPLOYEE. THE MANAGER MEETS WITH THE EMPLOYEE AND REVIEWS THEIR PERFORMANCE, SETS STANDARDS FOR THE NEXT YEAR AND MAKES RECOMMENDATIONS AS REQUIRED. RECORDS ARE RETAINED ON EACH INDIVIDUAL. SALARY ADJUSTMENTS ARE REVIEWED AND COMPARED TO THE COUNCIL OF NONPROFITS STATEWIDE AND REGIONAL SALARY REVIEW.

FORM 990, PART VI, SECTION C, LINE 19: THE ORGANIZATION MAKES ITS GOVERNING DOCUMENTS, CONFLICT OF INTEREST POLICY AND FINANCIAL STATEMENTS AVAILABLE TO PUBLIC UPON REQUEST IN WRITING.