

Community Action of Orleans & Genesee Employee Newsletter

February 1, 2026



A few words from Renee

Dear Team,

I hope everyone is keeping warm. This has been quite a winter. February is the month of Groundhog Day. Let's hope for an early spring. February is also the month that important items are due to the New York Department of State. The Annual Review of Organizational Standards (ACROS) is a compliance self-assessment that we complete. This tool helps us to ensure we are in compliance with all of the rules associated with the Community Services Block Grant. As you know, CSBG is the foundational funding that makes us a community action agency.

Another important submission is the Annual Progress Report. We report important statistics like the number of people we assist, the number of services we provide, and most importantly, the outcomes that we achieve. We are required to follow the Results Oriented Management and Accountability (ROMA) model. The data we submit to the state is aggregated at the state level and then all state data is aggregated at the federal level. This is the data that shows federal funders the return on investment is realized from the funds we are entrusted with.

This is why it is so important that we properly document our services and outcomes. You have all heard the old adage, "If it isn't documented, it didn't happen." We pull our data from the ImPowr database system for this reporting.

One of the areas we often find confusion in documentation is understanding the difference between a program and a service. It is important that we document both. A service is a one-time instance, usually in response to an emergent situation. A program has a start and end date and normally includes a goal to be met. Here are some examples to explain the difference.

A family is enrolled in Head Start. The child attends program and the family works with a Family Advocate. There is a start and end date for Head Start - a program. While in that program, that family might receive assistance with rent one time. That rent assistance is a service that is provided to help that family achieve their specific goal.

Here's another one...

Mary comes to the agency requesting assistance with a utility payment. Mary meets with our Case Manager and shares that she fell behind on her payments because she had to leave her job. The reason she left her job was that she was unable to find daycare for her son. That conversation is the start date of Case Management - a program. Mary and her Case Manager set a goal for her to obtain employment, so she is able to pay for her utilities. Her Case Management program ends when that goal is achieved (or otherwise terminated). While Mary is enrolled in Case Management, the Case Manager refers her to CCRC to receive a service of a daycare referral. Mary is also referred to Main Street Corner services to get help with writing a resume - a service. Mary also receives assistance with her utility payment - a service. While Mary works on getting daycare and employment, the Case Manager checks in periodically to track progress and assess if other interventions are needed. In the best case scenario, Mary finds suitable daycare and employment and her case is closed. The end date of the program is documented along with the outcome; Mary is employed and able to afford her utilities.

I know this sounds much simpler than the process actually is, but I hope the examples are helpful in understanding the different ways we document for reporting. Happy February!!

Thank you for being....Part of the Solution
Renée

LETTER OF APPRECIATION RECEIVED- WEATHERIZATION DEPT.

Dear Community Action, 1-19-26

Thank you so much
for the weatherization that
was done to our house. The
house is now warm and we
are so pleased with the out-
come.

The guys that did
our house were awesome. They
were all very nice and down
to earth. They kept us
informed with everything
that they were doing.
Thank you so much again

Main Street Corner

— Thrifts, Gifts and More —

FEBRUARY 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
CLOSED 1	CLOSED 2	15% OFF SMALL APPLIANCE 3	BOGO HANDBAGS/ PURSES 4	\$5 FILL A BAG KIDS CLOTHES 5	20% OFF PERSONAL CARE 6	20% OFF VALENTINES ITEMS 7
CLOSED 8	CLOSED 9	50% OFF ALL PARTY SUPPLIES 10	30% OFF ANY HOLIDAY DECOR 11	30% OFF LAMPS/LIGHTING 12	20% OFF PERSONAL CARE 13	30% OFF VALENTINES ITEMS 14
CLOSED 15	CLOSED 16	15% OFF LINENS 17	15% OFF INFANT/BABY ITEMS 18	BOGO SHOES 19	20% OFF KNICK KNACKS/ DECOR 20	BOGO CUPS/MUGS 21
CLOSED 22	CLOSED 23	50% OFF ALL PLASTICWARE 24	30% OFF FRAMES/PHOTOS/WALL ART 25	15% OFF GLASSWARE 26	15% OFF CANDLE HOLDERS 27	20% OFF LUGGAGE/DUFFEL BAGS 28

STORE HOURS

Sunday/Monday - Closed
 Tuesday: 11a - 4p
 Wednesday: 11a -4p
 Thursday: 11a - 5:30 p
 Friday: 11a - 5:30 p
 Saturday: 10:30a - 3p

DONATION HOURS

Sunday/Monday - Closed
 Tuesday: Appointment Only
 Wednesday: 11a -3p
 Thursday: 11a - 3p
 Friday: 11a -3p
 Saturday: Appointment Only

ADDRESS

131 South Main Street,
 Albion NY 14411

CONTACT US

585-589-1430
mainstreetthriftstore@caoginc.org



Have some GROOVY FUN!!

Disco~Day

Date: Wednesday Feb 11, 2025
75 Public Sq.,
Holley, N.Y. 14470

Come join us in some Disco Day fun!

Activities include:

- 1. Disco Karaoke
- 2. Disco Dance Contest
- 3. Disco Costume Contest
- 4. Dancing

Lunch provided with food and drinks!

Helping People. Changing Lives.
Community Action.
of Orleans & Genesee

The poster features a vibrant, colorful background with a disco ball at the top center, emitting light rays. The title 'Disco~Day' is written in a large, stylized, pink and purple font. Below the title, the date and location are listed in a white, sans-serif font. A call to action is written in a cursive font. The activities are listed in a white font with small star icons. A banner at the bottom left says 'Lunch provided with food and drinks!'. The bottom right features the Community Action logo, which includes a stylized heart and the text 'Community Action of Orleans & Genesee'. The background also shows silhouettes of people dancing on a colorful floor.

Eastern Orleans Community Center February 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 <i>Cheese Omelet Hash Browns Sausages Oranges</i>	3 <i>Turkey Sandwich Soup Chips</i>	4 <i>Spaghetti With Meat sauce Garden Salad Peaches</i>	5 <i>Tuna Sandwich Chicken Soup Chips Peaches</i>	6 <i>Geoff's B day Cheese Burger Potato Salad Green Beans Cake</i>	7
8	9 <i>Susie's B day Cheesy Chicken & Rice Bread Green Beans</i>	10 <i>Stuffed Pepper Soup Garlic Bread Jello</i>	11 <i>Pulled Pork Sandwiches Cole Slaw Baked Beans/ Cake</i>	12 <i>Chicken Salad Sandwich Chips Soup</i>	13 <i>Hot Turkey Gravy Mashed Potatoes Salad Peaches</i>	14
15	16 <i>Holiday Center Closed</i>	17 <i>Grilled Cheese Tomato Soup Chips Cookies</i>	18 <i>Ash Wednesday Baked Fish French Fries Green Beans Mixed Fruit</i>	19 <i>Egg Salad Sandwich Chips Chicken & Rice Soup</i>	20 <i>Cheese Omelet Sausage Patties Pears</i>	21
22	23 <i>Spanish Rice Garden Salad Biscuits Pears</i>	24 <i>Ham Sandwich Soup Chips Peaches</i>	25 <i>Spanish Rice Green Beans Garden Salad Rolls / Pie</i>	26 <i>Hot Dogs Baked Beans French Fries Mixed Fruit</i>	27 <i>Macaroni & Cheese Peas Tossed Salad Pears</i>	28

2/9 Chair Exercises @ 1pm

2/11 Disco Dance Party 12-1pm

2/19 Craft Day 1pm

2/20 Fire Dept. does the Blood Pressure checks 10am

2/27 Neighborhood legal program here 10:30am

Food Giveaways : Mon. Wed Fri. @ 10:30am-11:30am

Bingo : Mon. Wed. Fri. 12:00pm

75 Public Square PO Box 206
Holley NY 14477
585-638-6395

Milk, coffee or water provided with meals
A \$2.00 donation is appreciated but not required
Menu is subject to change due to availability of supplies

