



# STATE OF CONNECTICUT

DEPARTMENT OF SOCIAL SERVICES

55 FARMINGTON AVENUE – HARTFORD, CONNECTICUT 06105-5033

12-1-15

Ms. Deborah Monahan  
Executive Director  
ThamesValley Council for Community Action, Inc.  
One Sylvandale Road  
Jewett City, CT 06351

Contract #: 14DSS4301ZK/ 104C-ECH-31 A1  
Period: 10/1/2014 – 09/30/2017

Amount as Amended: \$20,786,394.00  
A1

Dear Ms. Monahan:

I am pleased to inform you that the above referenced amendment has been fully executed and approved. Attached is a scanned copy of the original amendment for your files.

Requests for Payment should be completed and directed to the program contact identified below. The Department will process requests for payment in accordance with the terms of the contract. Your receipt of payment is contingent upon the continued availability of funds and your agency's compliance with the terms of the contract.

For issues or concerns related to the Program please direct your inquiries to:

**PROGRAM**

Josephine Caruso  
860-424-5885  
[Josephine.caruso@ct.gov](mailto:Josephine.caruso@ct.gov)

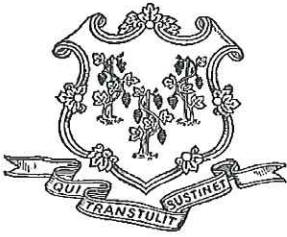
**CONTRACT**

Tina M. McGill  
860-424-5082  
[Tina.mcgill@ct.gov](mailto:Tina.mcgill@ct.gov)

Sincerely,

Roderick L. Bremby  
Commissioner

C: J. Caruso  
Contract file



## CONTRACT AMENDMENT

**Contractor:** Thames Valley Council for Community Action, Inc.  
**Contractor Address:** One Sylvandale Road, Jewett City, CT .06351  
**Contract Number:** 14DSS4301ZK / 104C-ECH-31  
**Amendment Number:** A1  
**Amount as Amended:** \$20,786,394.00  
**Contract Term as Amended:** 10/1/2014 / 9/30/2017

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The contract between Thames Valley Council for Community Action, Inc. (the Contractor) and the Department of Social Services (the Department), which was last executed by the parties and approved by the Office of the Commissioner on 09/24/14, is hereby further amended as follows:

1. Through this amendment the FFY2016 allocation of \$7,367,801 is hereby incorporated into this contract. This funding will allow for the continuation of services during FFY2016, which is the second year of this three year contract. This funding will enable the Contractor to issue vendor payments on behalf of eligible households.
2. The respective Composite Administrative, Program Services and Assurance 16 budgets on pages 12 through 15 of the original contract are hereby deleted and replaced by the respective budgets on page 2 through 5 of this amendment. The budgets for Administrative and Assurance are subject to percentage limitations pursuant to the Low Income Home Energy Assistance Act, and as such may be adjusted during the program year should actual funding differ from the amount anticipated.

**All terms and conditions of the original contract, and any subsequent amendments thereto, which were not modified by this Amendment remain in full force and effect.**

**PART I**

PROGRAM NAME:  
PROGRAM NUMBER:

**Connecticut Energy Assistance Program**  
**104C-ECH-31 A1 Composite / 14DSS4301ZK Composite 2015/2016**

<b>Contract Amount</b>	Requested	Adjustments	Approved
	<b>\$ 7,367,801</b>		<b>\$ 7,367,801</b>
<b>For Amendments Only</b>			
<b>Previously Approved Contract Amount Adjustments &amp; New Contract Amount</b>		XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
	XXXXXXXXXXXXXXXXXXXX		

Line #	Item	Subcategory (a)	Line Item Total (b)	Adjustments (c)	Revised Total (d)
<b>1</b>	<b><u>UNIT RATE</u></b>				
	1a. Bed Days				
	1b. Client Advocate				
	1c. Security Deposit				
	1d. Other Unit Rate Costs				
	TOTAL UNIT RATE				
<b>2</b>	<b><u>CONTRACTUAL SERVICES</u></b>				
	2a. Accounting				
	2b. Legal				
	2c. Independent Audit				
	2d. Other Contractual Services				
	TOTAL CONTRACTUAL SERVICES		-		
<b>3</b>	<b><u>ADMINISTRATION</u></b>				
	3a. Admin. Salaries				
	3b. Admin. Fringe Benefits				
	3c. Admin. Overhead	117,000			
	TOTAL ADMINISTRATION		117,000		
<b>4</b>	<b><u>DIRECT PROGRAM STAFF</u></b>				
	4a. Program Salaries	381,814			
	4b. Program Fringe Benefits	126,603			
	TOTAL DIRECT PROGRAM		508,417		
<b>5</b>	<b><u>OTHER COSTS</u></b>				
	5a. Program Rent	28,386			
	5b. Consumable Supplies	38,136			
	5c. Travel & Transportation	2,520			
	5d. Utilities	-			
	5e. Repairs & Maintenance	16,800			
	5f. Insurance	696			
	5g. Food & Related Costs	300			
	5h. Other Project Expenses	6,655,546			
	TOTAL OTHER COSTS		6,742,384		
<b>6</b>	<b><u>EQUIPMENT</u></b>		-		
<b>7</b>	<b><u>PROGRAM INCOME</u></b>				
	7a. Fees				
	7b. Other Income				
	TOTAL PROGRAM INCOME				
<b>8</b>	<b><u>TOTAL NET PROGRAM COST</u></b>				
	(Sum of 1 through 6, minus Line 7)		<b>\$ 7,367,801</b>		

**PART I**

**PROGRAM NAME:**  
**PROGRAM NUMBER:**

**Connecticut Energy Assistance Program**  
**104C-ECH-31 A1 (A) / 14DSS4301ZK (A) 2015/2016**

	Requested	Adjustments	Approved
<b>Contract Amount</b>	\$ <b>651,465</b>	\$ -	\$ <b>651,465</b>
<i>For Amendments Only</i>			
<b>Previously Approved Contract Amount</b>		XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
<b>Adjustments &amp; New Contract Amount</b>	XXXXXXXXXXXXXXXXXX		

Line #	Item	Subcategory (a)	Line Item Total (b)	Adjustments (c)	Revised Total (d)
<b>1</b>	<b><u>UNIT RATE</u></b>				
	1a. Bed Days				
	1b. Client Advocate				
	1c. Security Deposit				
	1d. Other Unit Rate Costs				
	TOTAL UNIT RATE				
<b>2</b>	<b><u>CONTRACTUAL SERVICES</u></b>				
	2a. Accounting				
	2b. Legal				
	2c. Independent Audit				
	2d. Other Contractual Services				
	TOTAL CONTRACTUAL SERVICES		-		
<b>3</b>	<b><u>ADMINISTRATION</u></b>				
	3a. Admin. Salaries				
	3b. Admin. Fringe Benefits				
	3c. Admin. Overhead	117,000			
	TOTAL ADMINISTRATION		117,000		
<b>4</b>	<b><u>DIRECT PROGRAM STAFF</u></b>				
	4a. Program Salaries	322,023			
	4b. Program Fringe Benefits	103,128			
	TOTAL DIRECT PROGRAM		425,151		
<b>5</b>	<b><u>OTHER COSTS</u></b>				
	5a. Program Rent	28,386			
	5b. Consumable Supplies	38,136			
	5c. Travel & Transportation	2,520			
	5d. Utilities	-			
	5e. Repairs & Maintenance	16,800			
	5f. Insurance	696			
	5g. Food & Related Costs	300			
	5h. Other Project Expenses	22,476			
	TOTAL OTHER COSTS		109,314		
<b>6</b>	<b><u>EQUIPMENT</u></b>		-		
<b>7</b>	<b><u>PROGRAM INCOME</u></b>				
	7a. Fees				
	7b. Other Income				
	TOTAL PROGRAM INCOME				
<b>8</b>	<b><u>TOTAL NET PROGRAM COST</u></b>		\$ 651,465		
	(Sum of 1 through 6, minus Line 7)				



PART I

PROGRAM NAME:

Connecticut Energy Assistance Program

PROGRAM NUMBER:

104C-ECH-31 A1 (B) / 14DSS4301ZK (B) 2015/2016

Contract Amount	Requested	Adjustments	Approved
	\$ 6,633,070	\$ -	\$ 6,633,070
<i>For Amendments Only</i>			
Previously Approved Contract Amount		XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
Adjustments & New Contract Amount	XXXXXXXXXXXXXXXXXXXX		

Line #	Item	Subcategory (a)	Line Item Total (b)	Adjustments (c)	Revised Total (d)
1	<b>UNIT RATE</b>				
	1a. Bed Days				
	1b. Client Advocate				
	1c. Security Deposit				
	1d. Other Unit Rate Costs				
	TOTAL UNIT RATE				
2	<b>CONTRACTUAL SERVICES</b>				
	2a. Accounting				
	2b. Legal				
	2c. Independent Audit				
	2d. Other Contractual Services				
	TOTAL CONTRACTUAL SERVICES				
3	<b>ADMINISTRATION</b>				
	3a. Admin. Salaries				
	3b. Admin. Fringe Benefits				
	3c. Admin. Overhead				
	TOTAL ADMINISTRATION				
4	<b>DIRECT PROGRAM STAFF</b>				
	4a. Program Salaries				
	4b. Program Fringe Benefits				
	TOTAL DIRECT PROGRAM				
5	<b>OTHER COSTS</b>				
	5a. Program Rent				
	5b. Consumable Supplies				
	5c. Travel & Transportation				
	5d. Utilities				
	5e. Repairs & Maintenance				
	5f. Insurance				
	5g. Food & Related Costs				
	5h. Other Project Expenses	6,633,070			
	TOTAL OTHER COSTS		6,633,070		
6	<b>EQUIPMENT</b>				
7	<b>PROGRAM INCOME</b>				
	7a. Fees				
	7b. Other Income				
	TOTAL PROGRAM INCOME				
8	<b>TOTAL NET PROGRAM COST</b>		\$ 6,633,070		

PART I

PROGRAM NAME:  
PROGRAM NUMBER:

Connecticut Energy Assistance Program  
104C-ECH-31 A1 (C) / 14DSS4301ZK (C) 2015/2016

Contract Amount	Requested	Adjustments	Approved
	\$ 83,266	\$ -	\$ 83,266
<i>For Amendments Only</i>			
Previously Approved Contract Amount		XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Adjustments & New Contract Amount	XXXXXXXXXXXXXXXXXX		

Line #	Item	Subcategory (a)	Line Item Total (b)	Adjustments (c)	Revised Total (d)
1	<b>UNIT RATE</b>				
	1a. Bed Days				
	1b. Client Advocate				
	1c. Security Deposit				
	1d. Other Unit Rate Costs				
	TOTAL UNIT RATE				
2	<b>CONTRACTUAL SERVICES</b>				
	2a. Accounting				
	2b. Legal				
	2c. Independent Audit				
	2d. Other Contractual Services				
	TOTAL CONTRACTUAL SERVICES		-		
3	<b>ADMINISTRATION</b>				
	3a. Admin. Salaries				
	3b. Admin. Fringe Benefits				
	3c. Admin. Overhead				
	TOTAL ADMINISTRATION		-		
4	<b>DIRECT PROGRAM STAFF</b>				
	4a. Program Salaries	59,791			
	4b. Program Fringe Benefits	23,475			
	TOTAL DIRECT PROGRAM		83,266		
5	<b>OTHER COSTS</b>				
	5a. Program Rent				
	5b. Consumable Supplies				
	5c. Travel & Transportation				
	5d. Utilities				
	5e. Repairs & Maintenance				
	5f. Insurance				
	5g. Food & Related Costs				
	5h. Other Project Expenses				
	TOTAL OTHER COSTS		-		
6	<b>EQUIPMENT</b>				
			-		
7	<b>PROGRAM INCOME</b>				
	7a. Fees				
	7b. Other Income				
	TOTAL PROGRAM INCOME				
8	<b>TOTAL NET PROGRAM COST</b>		\$ 83,266		

## SIGNATURES AND APPROVALS

14DSS4301ZK/104C-ECH-31 A1

The Contractor **IS NOT** a Business Associate under the Health Insurance Portability and Accountability Act of 1996 as amended.

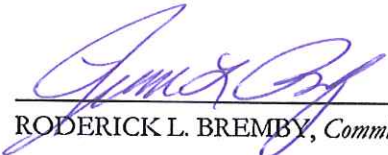
Documentation necessary to demonstrate the authorization to sign must be attached.

**CONTRACTOR - Thames Valley Council for Community Action, Inc.**

  
\_\_\_\_\_  
DEBORAH MONAHAN, Executive Director

11 / 30 / 15  
Date

**DEPARTMENT OF SOCIAL SERVICES**

  
\_\_\_\_\_  
RODERICK L. BREMBY, *Commissioner*

12 / 1 / 2015  
Date

This Contract Amendment template having been reviewed and approved by the OAG, it is exempt from review pursuant a Memorandum of Agreement between the Agency and the OAG dated March 19, 2009, as amended October 10, 2013





## STATE OF CONNECTICUT GIFT AND CAMPAIGN CONTRIBUTION CERTIFICATION

Written or electronic certification to accompany a State contract with a value of \$50,000 or more in a calendar or fiscal year, pursuant to C.G.S. §§ 4-250 and 4-252(c); Governor M. Jodi Rell's Executive Orders No. 1, Para. 8, and No. 7C, Para. 10; and C.G.S. §9-612(g)(2)

### INSTRUCTIONS:

Complete all sections of the form. Attach additional pages, if necessary, to provide full disclosure about any lawful campaign contributions made to campaigns of candidates for statewide public office or the General Assembly, as described herein. Sign and date the form, under oath, in the presence of a Commissioner of the Superior Court or Notary Public. Submit the completed form to the awarding State agency at the time of initial contract execution and if there is a change in the information contained in the most recently filed certification, such person shall submit an updated certification either (i) not later than thirty (30) days after the effective date of such change or (ii) upon the submittal of any new bid or proposal for a contract, whichever is earlier. Such person shall also submit an accurate, updated certification not later than fourteen days after the twelve-month anniversary of the most recently filed certification or updated certification.

- CHECK ONE:  Initial Certification  12 Month Anniversary Update (Multi-year contracts only)
- Updated Certification because of change of information contained in the most recently filed certification or twelve-month anniversary update.

### GIFT CERTIFICATION:

As used in this certification, the following terms have the meaning set forth below:

- 1) "Contract" means that contract between the State of Connecticut (and/or one or more of its agencies or instrumentalities) and the Contractor, attached hereto, or as otherwise described by the awarding State agency below;
- 2) If this is an Initial Certification, "Execution Date" means the date the Contract is fully executed by, and becomes effective between, the parties; if this is a twelve-month anniversary update, "Execution Date" means the date this certification is signed by the Contractor;
- 3) "Contractor" means the person, firm or corporation named as the contractor below;
- 4) "Applicable Public Official or State Employee" means any public official or state employee described in C.G.S. §4-252(c)(1)(i) or (ii);
- 5) "Gift" has the same meaning given that term in C.G.S. § 4-250(1);
- 6) "Principals or Key Personnel" means and refers to those principals and key personnel of the Contractor, and its or their agents, as described in C.G.S. §§ 4-250(5) and 4-252(c)(1)(B) and (C).

I, the undersigned, am a Principal or Key Personnel of the person, firm or corporation authorized to execute this certification on behalf of the Contractor. I hereby certify that, no gifts were made by (A) such person, firm, corporation, (B) any principals and key personnel of the person firm or corporation who participate substantially in preparing bids, proposals or negotiating state contracts or (C) any agent of such, firm, corporation, or principals or key personnel who participates substantially in preparing bids, proposals or negotiating state contracts, to (i) any public official or state employee of the state agency or quasi-public agency soliciting bids or proposals for state contracts who participates substantially in the preparation of bid solicitations or request for proposals for state contracts or the negotiation or award of state contracts or (ii) any public official or state employee of any other state agency, who has supervisory or appointing authority over such state agency or quasi-public agency.

I further certify that no Principals or Key Personnel know of any action by the Contractor to circumvent (or which would result in the circumvention of) the above certification regarding Gifts by providing for any other Principals, Key Personnel, officials, or employees of the Contractor, or its or their agents, to make a Gift to any Applicable Public Official or State Employee. I further certify that the Contractor made the bid or proposal for the Contract without fraud or collusion with any person.



**CAMPAIGN CONTRIBUTION CERTIFICATION:**

I further certify that, on or after December 31, 2006, neither the Contractor nor any of its principals, as defined in C.G.S. § 9-612(g)(1), has made any **campaign contributions** to, or solicited any contributions on behalf of, any exploratory committee, candidate committee, political committee, or party committee established by, or supporting or authorized to support, any candidate for statewide public office, in violation of C.G.S. § 9-612(g)(2)(A). I further certify that **all lawful campaign contributions** that have been made on or after December 31, 2006 by the Contractor or any of its principals, as defined in C.G.S. § 9-612(g)(1), to, or solicited on behalf of, any exploratory committee, candidate committee, political committee, or party committee established by, or supporting or authorized to support any candidates for statewide public office or the General Assembly, are listed below:

**Lawful Campaign Contributions to Candidates for Statewide Public Office:**

<u>Contribution</u>	<u>Date</u>	<u>Name of Contributor</u>	<u>Recipient</u>	<u>Value</u>	<u>Description</u>

**Lawful Campaign Contributions to Candidates for the General Assembly:**

<u>Contribution</u>	<u>Date</u>	<u>Name of Contributor</u>	<u>Recipient</u>	<u>Value</u>	<u>Description</u>

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Thames Valley Council for Community Action, Inc. Deborah Monahan  
 Printed Contractor Name Deborah Monahan, Executive Director

Subscribed and acknowledged before me this 31<sup>st</sup> day of July, 2015.

Dawn Bates  
 Commissioner of the Superior Court or Notary Public

**DAWN BATES**  
 NOTARY PUBLIC OF CONNECTICUT  
 My Commission Expires 1/31/2020





STATE OF CONNECTICUT
CONSULTING AGREEMENT AFFIDAVIT

Affidavit to accompany a bid or proposal for the purchase of goods and services with a value of \$50,000 or more in a calendar or fiscal year, pursuant to Connecticut General Statutes §§ 4a-81(a) and 4a-81(b). For sole source or no bid contracts the form is submitted at time of contract execution.

INSTRUCTIONS:

If the bidder or vendor has entered into a consulting agreement, as defined by Connecticut General Statutes § 4a-81(b)(1): Complete all sections of the form. If the bidder or contractor has entered into more than one such consulting agreement, use a separate form for each agreement. Sign and date the form in the presence of a Commissioner of the Superior Court or Notary Public. If the bidder or contractor has not entered into a consulting agreement, as defined by Connecticut General Statutes § 4a-81(b)(1): Complete only the shaded section of the form. Sign and date the form in the presence of a Commissioner of the Superior Court or Notary Public.

Submit completed form to the awarding State agency with bid or proposal. For a sole source award, submit completed form to the awarding State agency at the time of contract execution.

This affidavit must be amended if there is any change in the information contained in the most recently filed affidavit not later than (i) thirty days after the effective date of any such change or (ii) upon the submittal of any new bid or proposal, whichever is earlier.

AFFIDAVIT: [Number of Affidavits Sworn and Subscribed On This Day: \_\_\_\_]

I, the undersigned, hereby swear that I am a principal or key personnel of the bidder or contractor awarded a contract, as described in Connecticut General Statutes § 4a-81(b), or that I am the individual awarded such a contract who is authorized to execute such contract. I further swear that I have not entered into any consulting agreement in connection with such contract, except for the agreement listed below:

Consultant's Name and Title Name of Firm (if applicable)

Start Date End Date Cost

Description of Services Provided:

Is the consultant a former State employee or former public official? [ ] YES [ ] NO

If YES: Name of Former State Agency Termination Date of Employment

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.
Thames Valley Council for Community Action, Inc.
Printed Contractor Name Deborah Monahan, Executive Director
Department of Housing
Awarding State Agency
Subscribed and acknowledged before me this 31st day of July, 2015.
Dawn Bates
Commissioner of the Superior Court or Notary Public

DAWN BATES
NOTARY PUBLIC OF CONNECTICUT
My Commission Expires 1/31/2020





STATE OF CONNECTICUT

Written or electronic PDF copy of the written certification to accompany a large state contract pursuant to P.A. No. 13-162 (Prohibiting State Contracts With Entities Making Certain Investments In Iran)

Respondent Name: Thames Valley Council for Community Action, Inc.

INSTRUCTIONS:

CHECK ONE:

- Initial Certification. Amendment or renewal.

A. Who must complete and submit this form. Effective October 1, 2013, this form must be submitted for any large state contract...

Pursuant to P.A. No. 13-162, upon submission of a bid or prior to executing a large state contract, the certification portion of this form must be completed by any corporation, general partnership, limited partnership, limited liability partnership, joint venture, nonprofit organization or other business organization whose principal place of business is located outside of the United States.

Check applicable box:

- Respondent's principal place of business is within the United States or Respondent is a United States subsidiary of a foreign corporation. Respondents who check this box are not required to complete the certification portion of this form... CERTIFICATION required.

B. Additional definitions.

- 1) "Large state contract" has the same meaning as defined in section 4-250 of the Connecticut General Statutes; 2) "Respondent" means the person whose name is set forth at the beginning of this form; an 3) "State agency" and "quasi-public agency" have the same meanings as provided in section 1-79 of the Connecticut General Statutes.

C. Certification requirements.

No state agency or quasi-public agency shall enter into any large state contract, or amend or renew any such contract with any Respondent whose principal place of business is located outside the United States and is not a United States subsidiary of a foreign corporation unless the Respondent has submitted this certification.

Complete all sections of this certification and sign and date it, under oath, in the presence of a Commissioner of the Superior Court, a Notary Public or a person authorized to take an oath in another state.

CERTIFICATION:

I, the undersigned, am the official authorized to execute contracts on behalf of the Respondent. I certify that:

- Respondent has made no direct investments of twenty million dollars or more in the energy sector of Iran on or after October 1, 2013, as described in Section 202 of the Comprehensive Iran Sanctions, Accountability and Divestment Act of 2010. Respondent has either made direct investments of twenty million dollars or more in the energy sector of Iran on or after October 1, 2013, as described in Section 202 of the Comprehensive Iran Sanctions, Accountability and Divestment Act of 2010, or Respondent made such an investment prior to October 1, 2013 and has now increased or renewed such an investment on or after said date, or both.

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Thames Valley Council for Community Action, Inc.

Deborah Monahan, Executive Director

Subscribed and acknowledged before me this 2nd day of July, 2015.

Commissioner of the Superior Court (or Notary Public)

My Commission Expires 1/31/20

DAWN BATES NOTARY PUBLIC OF CONNECTICUT My Commission Expires 1/31/2020





**STATE OF CONNECTICUT**  
**NONDISCRIMINATION CERTIFICATION – Affidavit**  
**By Entity**  
**For Contracts Valued at \$50,000 or More**

*Documentation in the form of an affidavit signed under penalty of false statement by a chief executive officer, president, chairperson, member, or other corporate officer duly authorized to adopt corporate, company, or partnership policy that certifies the contractor complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended*

**INSTRUCTIONS:**

For use by an entity (corporation, limited liability company, or partnership) when entering into any contract type with the State of Connecticut valued at \$50,000 or more for any year of the contract. Complete all sections of the form. Sign form in the presence of a Commissioner of Superior Court or Notary Public. Submit to the awarding State agency prior to contract execution.

**AFFIDAVIT:**

I, the undersigned, am over the age of eighteen (18) and understand and appreciate the obligations of an oath. I am **Executive Director of Thames Valley Council for Community Action, Inc.**, an entity duly formed and existing under the laws of the State of Connecticut. I certify that I am authorized to execute and deliver this affidavit on behalf of Thames Valley Council for Community Action, Inc. and that Thames Valley Council for Community Action, Inc. has a policy in place that complies with the nondiscrimination agreements and warranties of Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended.

Deborah Monahan  
Deborah Monahan

Sworn and subscribed to before me on this 31<sup>st</sup> day of July, 2015

Dawn Bates  
Commissioner of the Superior Court/  
Notary Public

Commission Expiration Date

**DAWN BATES**  
**NOTARY PUBLIC OF CONNECTICUT**  
My Commission Expires 1/31/2020



# STATE OF CONNECTICUT

Current User: tina.mcgill@ct.gov

Biznet Menu

Log In/Out

CHRO Form

## State of Connecticut

Commission On Human Rights and Opportunities (CHRO)  
Workplace Analysis Affirmative Action Report  
Employee Information Form

White - Not of Hispanic Origin  
Black - Not of Hispanic Origin  
Asian - Asian/Pacific Islander  
Native - American Indian or Alaskan Native

### Thames Valley Council for Community Action, Inc.

ID	Job Category	Totals	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Asian Male	Asian Female	Native Male	Native Female
2809	Officials/Managers	45	11	28	0	1	0	1	2	1	1	0
2810	Professionals	128	6	96	1	10	0	13	1	1	0	0
2811	Technicians	2	2	0	0	0	0	0	0	0	0	0
2812	Sales Workers	0	0	0	0	0	0	0	0	0	0	0
2813	Office/Clerical	26	0	21	0	1	0	4	0	0	0	0
2814	Craft Workers (Skilled)	3	2	0	0	0	1	0	0	0	0	0
2815	Operatives (Semi-skilled)	8	6	1	0	0	0	1	0	0	0	0
2816	Laborers (Unskilled)	2	1	1	0	0	0	0	0	0	0	0
2817	Service Workers	139	19	82	4	11	1	19	0	2	0	1
	Totals	353	47	229	5	23	2	38	3	4	1	1

Do you use minority business as subcontractors or suppliers?  Yes  No Explain:

If CT based, do you post all employment openings with the State of Connecticut Employment Service?  Yes  No Explain:

All jobs are posted on agency website and Job Central website.

Do you use an Affirmative Action Plan?  Yes  No Explain:

Describe your recruitment, hiring, training and promotion anti-discrimination practices.

TVCCA is an equal opportunity agency and does not discriminate in any personnel matters.

The Department of Administrative Services - Business Network. [Review our Privacy Policy](#)  
Need to contact us? Send e-mail to [DAS Web Design](#)  
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