From the Board Chair

A little history: Downeast Community Partners is the result of the blending of two well-known Downeast organizations—Child and Family Opportunities and the Washington Hancock Community Agency. From that merger has emerged a strong organization, one that is capable of providing services for the very young, as in Head Start, to the elderly, as in Friendship Cottage and aging-in-place initiatives. Sprinkled throughout these services are transportation options in the two counties and a multitude of assistance programs.

One of the first steps in getting this new re-organization off the ground was to initiate a strategic planning process. Where would DCP be in five or ten years? Deb Burwell and Sarah Strickland were asked to guide the discussions. Employees were consulted, managers of programs were consulted, leadership was consulted, and members of the Board of Directors were asked to weigh in with their perspectives. Clients, members of the community, and local and state partners were invited to provide input. The process was comprehensive and resulted in a plan that the participants could endorse.
The results included:

A new MISSION statement:

To improve the quality of life and reduce the impact of poverty in Downeast communities;

A new VISION statement:

Downeast Community Partners is a catalyst of improving life in Downeast Maine;

A new VALUES statement:


And a short list of five-year goals:

1. Ensure that people can access resources to meet basic needs.
2. Improve economic well-being for vulnerable individuals and families.
3. Enhance DCP’s organizational culture so all communications, interactions, and service delivery promote dignity and well-being.
4. Build sustainable internal capacity to increase DCP’s impact.
5. Build external capacity to increase DCP’s impact.

With these concepts as guidance, the DCP Board of Directors is looking ahead. In a perfect world, all the goals could be accomplished in a month. In reality, it may take more time. Together, the goals are the measuring stick by which DCP will evaluate its programs, actions, and success. The commitment is there.

Betsy Fitzgerald,

Chair, Downeast Community Partners Board of Directors
Message from Mark Green, Executive Director

The end of this fiscal year also marks the first anniversary of the creation of Downeast Community Partners (DCP). For much of the year we worked to merge the basic functions of WHCA and CFO. This included everything from payroll and benefits, to policy manuals, to signs. This was the first experience most of us have had with a merger and I, for one, was amazed at the many details that needed to be addressed and the complexity of some. For example, the many contracts that both organizations had needed to be changed to reflect the name of the new organization, and in more than one case it took some effort to convince the contracting agency that we were the same people just a different name.

There were also technical challenges with the computer and phone systems. It was not until we were about nine months into the merger that all employees were using the same systems, despite the tireless efforts of our IT Director. A great deal of thanks is due to the many employees who persevered and made sure that the necessary changes and updates were done. As this first year ended, nearly all the work to merge the basic functions of the two organizations was complete and we had started work on how we could take advantage of the synergies created by the merger.

Although much of the year was taken up by the nuts and bolts of the merger, we continued to work on several important projects. Perhaps the most significant was the renovation of WHCA’s former office in Milbridge. This project was completed in December of 2018 resulting in a newly remodeled space for Mano en Mano and two apartments for low-income veterans. This project started more than five years ago as a partnership between Mano en Mano and WHCA. The “old” section of the former WHCA office building was torn down making room for two apartments that were funded in part with a $250,000 grant from Maine State Housing. The 1987 section of the former office and conference room was then renovated and an addition added to accommodate a new stairwell and first floor office space.
Another exciting project that was completed in December of 2018 is a 164 KW solar array that was constructed in Franklin on property already owned by DCP. This project was built and funded by Revision Energy and will furnish the power for nine of DCP’s buildings. In about ten years, DCP will have the opportunity to purchase the project, but until then it will be providing us with power at a steadily decreasing rate.

The last item that I want to mention, but the one that I believe will have the most positive, long-term impact on DCP and the people we serve, is our new strategic plan, completed in the spring of 2019. The Board made the decision to create a strategic plan for DCP in the summer of 2017 as we worked to consummate the merger. However, it was not until spring 2018 that the committee was formed and two consultants were hired. The committee then worked for nearly a full year to write the plan and to develop the new mission and vision. The complete plan can be viewed on our website at www.downeastcommunitypartners.org.

Milbridge Office construction:
DCP by the Numbers

Transportation Services provided 72,390 rides, covering more than 2,067,399 miles

Housing repaired and weatherized 120 homes

3,137 homes warmed by HEAP
540 homes heated with THAW funds
264 homes made cozy with ECIP funds

426 children received Christmas presents and 117 were outfitted with school supplies

Our Elder Services Navigator helped 58 seniors get the help they need
At Home helped 57 elders remain safely in their homes
Friendship Cottage provided care to 60 individuals and their caregivers

2 business owners received business loans
6 people were able to purchase vehicles
430 taxpayers had their returns prepared for free

Everybody Eats served 3,849 meals
Food pantries and shelters received 4026 meals and 294 bed-nights through FEMA, and we fed 217 individuals through CACFP

36 individuals received support and training on improving their parenting skills through the Hancock County Child Abuse and Neglect Council

367 children attended our Head Start, Early Head Start and preschool collaboration programs.

Our nurses supported 116 families with new babies or small children

74 people were assisted with life’s emergencies through the Care Fund

76 individuals worked on accomplishing their personal goals with support from Resource Advocates
43 families worked to make higher education a reality through Family Futures Downeast
Celebrating an Innovative Approach to an Age-old Problem

For the past few years, Maine Seacoast Mission has been a strong partner of our Home Repair program, coordinating volunteers to help make it possible to repair some of the older homes in Washington County and on the Schoodic Peninsula area of Hancock County. In 2018, with support from the C. F. Adams Foundation and a private, anonymous donor, this partnership was able accomplish an incredible amount of work. Using a combination of private funding, weatherization funding, furnace replacement and storage tank removal/replacement funds, and volunteer labor, 26 homes were improved. Is it any wonder that the Maine Seacoast Mission is our partner of the year?

Thanks to the hard work of all involved, these homes saw amazing transformations!

From this:

To this:
<table>
<thead>
<tr>
<th>Assets</th>
<th>2018</th>
</tr>
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<tbody>
<tr>
<td><strong>ASSETS:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Current assets:</strong></td>
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<tr>
<td>Cash and Equivalents</td>
<td>$94,095</td>
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<tr>
<td>Accounts receivable and grants receivable</td>
<td>1,462,268</td>
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<tr>
<td>(net allowance of $42,391)</td>
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<tr>
<td>Inventory and work in process</td>
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<tr>
<td>Prepaid expenses</td>
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<td><strong>Total current assets</strong></td>
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<td><strong>Property and equipment:</strong></td>
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<td>Land</td>
<td>308,341</td>
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<td>Building &amp; improvements</td>
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<td>Furniture &amp; equipment</td>
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<td>Vehicles</td>
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<td><strong>Less - accumulated depreciation</strong></td>
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<td><strong>Total net fixed assets</strong></td>
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<td><strong>Other assets:</strong></td>
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<tr>
<td>Assets whose use is limited</td>
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<tr>
<td>Investments</td>
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<td>Notes receivable (net)</td>
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<tr>
<td>Other assets</td>
<td>1,260</td>
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<tr>
<td>Intangible merger costs, net</td>
<td>8,246</td>
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<tr>
<td><strong>Total other assets</strong></td>
<td>4,727,684</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>9,183,312</td>
</tr>
</tbody>
</table>

To view the full audited financial statements, including notes, please contact Kevin Bean, Finance Direct at kevin.bean@downeastcommunitypartners.org
## LIABILITIES AND NET ASSETS

### Current liabilities
- Line of credit $200,000
- Accounts payable $226,714
- Accrued payroll, taxes, and benefits $136,133
- Accrued compensated absences $295,271
- Deferred revenue $225,152
- Current portion of long term debt $57,483

**Total current liabilities** $1,140,753

### Non-current liabilities
- Long-term deferred forgivable loans $813,877
- Long-term debt, net of current portion $650,527

**Total liabilities** $1,464,404

### Net assets:
- Unrestricted - undesignated $3,810,278
- Unrestricted - board designated $77,773

**Total Unrestricted:** $3,888,051
- Temporarily restricted $733,442
- Permanently restricted $1,956,662

**Total net assets** $6,578,155

**TOTAL LIABILITIES AND NET ASSETS** $9,183,312
Mission Accomplished!

Vera remembers a time that she was sitting at home on the couch with her daughter’s dog, Sage, and heard a crunch. That sound was the home’s roof sagging in the middle. The wiring was the outdated fuse style, there was a gap in the wall on the front of the home, there were mold issues, and the flooring near the wood stove had collapsed. On top of all of this, the water had arsenic, and she had to haul wood to heat the home. This took a physical and emotional toll on her, making it impossible for her to work. “I didn’t know how stressed out I was. I didn’t realize how hard it was,” stated Vera.

She rarely felt safe in her old home. The doors were not secure and things had started falling apart, which left Vera feeling on edge and jumpy. She remembers being cold, tired, and hopeless. “I was surviving—if you can even call it that,” recalled Vera. Her long-time boyfriend, Ronnie, died from stage 4 bone cancer in January. At this point, she truly lost all hope, but she fought hard to hold it together for her family’s sake. She knew she had to get some help, so she called DCP to sign up for weatherization.

It didn’t take long for the DCP auditor to determine that her house needed more than weatherization, it needed to be replaced. DCP, using CDBG home repair funds and Maine Housing’s Mobile Home Replacement funds, demolished and replaced Vera’s home in early 2019. Her beautiful new home is nestled on 2.4 acres of family land.

Life with a new, safe home is completely different for Vera, Danielle, Sage, and their family. She was proud to say that her home is now the family home and she feels like she’s thriving at age 55. She is working again, is able to take better care of herself physically and emotionally, and hopes to go back to beauty school. Vera now has a home where she feels secure and is beyond grateful to have a clean, safe space for her three grandchildren to visit.

It is evident that DCP’s mission of improving the quality of life and reducing the impact of poverty in Downeast communities was accomplished with this housing project. “I’m blessed and my kids are so happy that I’m safe,” exclaimed Vera, smiling.
Thank You Notes DCP has received

Sometimes a kind note really brightens a person’s day. DCP staff are no different in that respect. We love getting these notes, and so appreciate that someone thought enough about our service to take the time to write us a note about it. So, we say thank you right back.

Dear Head Start staff,
This has been a positive experience not only for our son but for us as parents. Staff was especially helpful in the difficult transition for me, as a mom letting him go to school. They were positive and supportive not only to him but me assuring me how well he was doing. Teachers have been wonderful!

Dear Friendship Cottage Staff,
Thank you so much for your loving care of our mom during her time at Friendship Cottage. She was able to stay in her beloved home much longer thanks to you all— and was much more engaged and social. You provide an amazing place for our elders—we are lucky and grateful.

Dear Transportation Staff,
I don’t know how to thank your service center for your help on transportation costs. My husband, 70 and retired, had a heart attack when he retired 3 years ago, then my daughter died after 6 months of amputation due to a glass cut to the left toe and fluid went to the lungs to suffocate her at age of 37. Her 9 year old daughter came to live with us as me as her guardian. My granddaughter is ADHD and autistic. She is on 4 medications, but we love her dearly.

I have completed 5 weeks of radiation treatments and had excellent care and friendship from other patients. Sharing stories between people really helps with the emotions. It came down to house payment, food or electric bill or gas bill for travel of treatment. Thank you so much for help. We can never tell you how much you have helped our new family.
More thank you notes!

DCP Transportation—
Thank you so much for helping the day of the True Senior Prom! Our residents really enjoyed themselves!
Marshall Healthcare

Just a brief note to say thank you for helping William. He was so pleased with his (income tax) returns. I think it has been some time since he’s received unexpected money. He’s like a boy at Christmas time!! You brought sunshine into his life—thank you so much.

Dear Housing Staff,

Just writing to let you know how thankful I am for the new heater. I’m just so amazed to have been given such a gift. It’s heartwarming.

(The contractors) were so professional and focused on their work. They figured out how to put the wires under the house—much easier. They were both good people— we even got laughing.

So, you people are doing such good work—it would be good if the news carried more stories like this— it lifts the heart.

Anonymous
Thank you VERY MUCH to the residents of these towns who voted to support Downeast Community Partners in 2018 at town meetings across the region.

Addison
Alexander
Amherst
Aurora
Baileyville
Beddington
Blue Hill
Brooklin
Brooksville
Bucksport
Castine
Charlotte
Cherryfield
Columbia Falls
Cooper
Crawford
Cutler
Dedham
Deer Isle
Eastbrook
Franklin
Gouldsboro
Hancock
Lamoine
Lubec
Machias
Mariaville
Milbridge
Mount Desert
Orland
Osborn
Pembroke
Princeton
Robbinston
Sorrento
Steuben
Sullivan
Surry
Swans Island
Talmadge
Topsfield
Tremont
Trenton
Verona Island
Whitneyville
Winter Harbor
Downeast Community Partners
Head Start Annual Report
2018
We served a total of 176 children in the Head Start program. We served a total of 17 children in our Federal Early Head Start program, and a total of 12 children in our State Early Head Start program. Of our funded Head Start enrollment of 153, our average monthly enrollment was 83%. Our State Early Head Start average monthly enrollment was 100%.

Of the 2,341 children under age 5 in Hancock County, 434 were living in poverty. In Washington County, 376 children of the total 1,486 were living in poverty. The Hancock County child poverty rate is 18.5%; the Washington County rate is 25.3%. The Maine child poverty rate is 20.2%; the US child poverty rate is 22.5%. Of the children living in poverty in Washington and Hancock counties, we served 160. The number of Pre-K programs in schools continues to increase, and we actively reach out to schools to partner in providing comprehensive services. We hope to reach more children living in poverty through collaborations with schools and child care partnerships. We will continue to seek opportunities to reach more children.

Our mission is to provide comprehensive, high-quality, and community-based early care and education services for young children. We closely partner with parents, building upon their innate parenting strengths, providing knowledge, active help and encouragement, mentoring, and opportunities for community-based intergenerational support and learning experiences. We build collaborative relationships with others in our communities who impact the lives of young children and their families. We advocate for policies and resources to support young children and their families.

Head Start and Early Head Start Children Served

We served a total of 176 children in the Head Start program. We served a total of 17 children in our Federal Early Head Start program, and a total of 12 children in our State Early Head Start program. Of our funded Head Start enrollment of 153, our average monthly enrollment was 83%. Our State Early Head Start average monthly enrollment was 100%.

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Downeast Community Partners (DCP) believes that the most meaningful curriculum and school readiness goals for preschoolers reflect the real lives of children and their families, and encourage many, various levels of play. These curriculum opportunities are respectful of, and sensitive to, cultural diversity, and expect and appreciate individual differences and abilities. Young children are active, sensory learners who need various opportunities for self-directed play (including exploration, discovery, social interaction, and problem-solving) along with experiences guided by well-trained early childhood educators to support their individual growth, development, social competence, and school readiness.
SCHOOL READINESS GOALS

DCP’S School Readiness Goals, reflecting an on-going process of learning and development utilizing High Scope’s Key Development Indicators:

**Physical and Health Development:** To promote respect for one’s body, the development of sound health and nutrition practices, and self help skills, including self-control and self-regulation techniques.

**Language and Literacy Development:** To learn to speak and construct language, to listen and communicate in order to get one’s needs met, and to develop a keen interest in books, literature, and language acquisition.

**Approaches to Learning:** To promote a healthy image of self; to view oneself as capable, competent, and able to learn and grow with the support and guidance of caring and responsive adults.

**Social and Emotional Development:** To develop as learners who are able to interact with others in socially acceptable ways that will ultimately enable them to contribute positively both in and out of the school setting.

**Cognition and General Knowledge:** To initiate concepts of literacy and numeracy within the context of daily activities and to increase awareness of, and appreciation for, the natural world, living things, and our connection to natural processes.
Health

In addition to the classroom experience that our program provides, we also look after the health and well being of each child, supporting parents to have regular check ups with a doctor and dentist. Of the 205 children served in Head Start and Early Head Start, 83% were current with well child checks and 70% were current with dental exams. We are working with parents to understand the importance of early dental care and with providers to make sure services are available to young children. We successfully held dental clinics at 8 of our sites, and will continue to have a focus on dental health.
Parent Engagement

We believe parents and family members are their child’s first and most influential

For that very reason, we partner with families to learn from one another, share resources, and identify goals for themselves and their children. During the 17-18 program year, teachers and parents completed 392 home visits, 367 parent teacher conferences, and developed an individualized plans each child, all leading to parents supporting their children’s school readiness skills.

Together with families, we developed Family Partnership Agreements in support of parents and other family members to achieve outcomes that lead to positive and enduring change for children and families. Our analysis of family outcomes shows that families made steady progress in all areas of the Head Start Parent and Family Engagement Framework. The largest gains were made in the areas of “Family Well-Being” and “Family as Lifelong Educators.”

Each program provides parent training and education services. Parents received information regarding numerous topics including asset building, parenting, health, and child development. During the 17-18 year, 90% of families received information and services to promote the well-being of their families.
Community Partnerships

Community resources and partners include:

Family Futures Downeast
Healthy Acadia
Women, Infants, and Children Nutrition Program (WIC)
Local fire and police departments
Child Development Services (Downeast and Two Rivers)
RSU #25, SAD #37, RSU #24, Union 76 (Deer Isle Stonington Elementary School), and Trenton Elementary School
Calais and Ellsworth School Departments
Caring Hands of Maine Dental Clinic
Maine Coast Pediatrics
Eastport Health Care
Axiom Technologies, UMM WCCC
## Budget Information

### FY 2018 Financial Summary
Fiscal Year: October 1, 2017 through September 30, 2018

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th>REVENUES</th>
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<td>Salary &amp; Wages</td>
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<td>Employee Benefits</td>
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<td>CACFP Pass-thru - Provider Reimbursement</td>
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<td>Occupancy/Utilities</td>
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<td>Staff Training/Mileage</td>
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<td>Child &amp; Adult Food Prgram Food &amp; Non-Food</td>
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<td>Audit/IPA/Insurance</td>
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<td>Communications/Telephone, Internet</td>
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<td>Depreciation expense</td>
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<td>Postage/Printing</td>
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<td>Educational Materials</td>
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<td>HR allocations</td>
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<td>Administration</td>
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<td>Miscellaneous</td>
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<td><strong>Total</strong></td>
<td><strong>3,873,869</strong></td>
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### Non-Federal Share Match Requirements
Federal Early Head Start and Head Start | 484,313
Review Results

To: Board Chairperson
Ms. Betty Fitzgerald
Board Chairperson
Downeast Community Partners
18 Avery Lane
Ellsworth, ME 04605

From: Responsible HHS Official
Ms. Ann Lincoln
Acting Director, Office of Head Start

Results from CLASS® Observations

Thank you for your support during the recent Office of Head Start onsite CLASS® review conducted from 03/26/2018 to 03/29/2018 of your Head Start program. Grant #H15H010382.

Observations were conducted in preschool center-based classrooms using the Pre-K Classroom Assessment Scoring System (CLASS®). The CLASS® tool looks at three domains and ten dimensions of teacher-child interactions and measures those observed interactions on a seven-point scale. Please share these results with the appropriate governing board, policy council, management, staff and stakeholders.

<table>
<thead>
<tr>
<th>DOMAIN</th>
<th>Score</th>
<th>DOMAIN</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emotion Support</td>
<td>5.9821</td>
<td>Classroom Organization</td>
<td>5.4762</td>
</tr>
<tr>
<td>Instructional Support</td>
<td>2.6190</td>
<td></td>
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</table>

**DIMENSIONS**

| Positive Climate               | 5.61  |
| Negative Climate*              | 1.14  |
| Teacher Sensitivity            | 5.75  |
| Regard for Student Perspective | 5.71  |
| Behavior Management            | 5.46  |
| Productivity                   | 5.79  |
| Instructional Learning Format  | 5.18  |
| Quality of Feedback            | 2.57  |
| Language Modeling              | 3.25  |

*Note: To calculate the Emotional Support domain, subtract the Negative Climate score from 8, add the Positive Climate, Teacher Sensitivity, and Regard for Student Perspective scores, then divide by 4.

For more information on CLASS® domains and dimensions, please see the attached description and visit the Early Childhood Learning and Knowledge Center, National Center on Quality Teaching and Learning at http://clckr.ohs.acf.hhs.gov/hsd/ra-system/teaching.

If you have any questions, please contact your Regional Office.

cc: Ms. Marina Winkler, Regional Program Manager
    Ms. Chris Hurl, Policy Council Chairperson
    Mr. Mark Green, CEO/Executive Director
    Ms. Melissa Mattia, Head Start Director

CLASSroom Assessment Scoring System and CLASS are trademarks of Robert C. Pianta, Ph.D.
Program Performance Summary Report

To: Board Chairperson
Ms. Betsy Fitzgerald
Boards Chairperson
Downeast Community Partners
18 Avery Lane
Hillsboro, ME 04605-2530

From: Responsible HHS Official

Dr. Deborah Bergeron
Director, Office of Head Start

From March 26-29, 2018, the Administration for Children and Families (ACF) conducted a Focus Area Two Monitoring Review of the Downeast Community Partners Head Start and Early Head Start programs. This report contains information about the grantees’ performance and compliance with the requirements of the Head Start Program Performance Standards or Public Law 110-134, Improving Head Start for School Readiness Act of 2007. We would like to thank your governing body, policy council, parents, and staff for their engagement in the review process.

Based on the information gathered during this review, your Head Start program was found to have met the requirements of all applicable Head Start Program Performance Standards, laws, regulations, and policy requirements.

Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program’s continuous improvement.

DISTRIBUTION OF THE REPORT

Copies of this report will be distributed to the following recipients:
Ms. Marina Winkle, Regional Program Manager
Mr. Chris Huh, Policy Council Chairperson
Mr. Mark Green, CEO/Executive Director
Ms. Melissa Matties, Head Start Director
Thank you to all of our partners and donors who make the work we do possible.

Where to find us:

**Bucksport Road Office:**
248 Bucksport Road
Ellsworth, ME 04605
207-664-2424

**Avery Lane Office:**
18 Avery Lane
PO Box 648
Ellsworth, ME 04605
207-664-2424

**Machias Office:**
7 VIP Drive
Machias, ME 04654
207-259-5015

For our other locations, please visit our website.

Find us on the web at www.downeastcommunitypartners.org

This annual report was produced with the support of a Community Services Block Grant. Written and designed by Sarah Nugent with assistance from DCP Head Start staff and Sue Unger. Photos by Sarah Nugent, Sue Unger, DCP Housing staff.