

# Community Action, Inc.

---

## Clarion County Office

### Physical Address:

22868 Route 68,  
Clarion, PA 16214-8566

### Mailing Address:

105 Grace Way  
Punxsutawney, PA 15767-1209

**(814) 226-4785**

Toll Free 1-800-997-7661

Fax (814) 223-4083

Office Hours May Vary

## Jefferson County Office

105 Grace Way  
Punxsutawney, PA 15767-1209

**(814) 938-3302**

Toll Free 1-800-648-3381

Fax (814) 938-7596

[www.jccap.org](http://www.jccap.org)

### Office Hours:

Monday - Friday

8:30 a.m. - 4:30 p.m.

## Crossroads

DuBois (814) 371-1223  
Punxsutawney (814) 938-3580

(Phone only):

Brookville (814) 849-2779

Clearfield (814) 768-7200

For **homeless emergencies** after  
normal business hours or

**domestic violence** assistance call  
(814) 938-3580 or

Toll Free 1-800-598-3998 (24-hour hotline)



[www.facebook.com/JeffersonClarionCAP](http://www.facebook.com/JeffersonClarionCAP)

This document was financed in part by a grant from the federal Department of Health and Human Services under the Administration of the Commonwealth of Pennsylvania, Department of Community and Economic Development.

Revised 05/05/2025

Community Action, Inc.  
105 Grace Way  
Punxsutawney, PA 15767-1209



**Partnering to Create Family  
and Community Solutions**  
(Primarily Serving Clarion and Jefferson Counties)

[www.jccap.org](http://www.jccap.org)

*Serving Clarion & Jefferson  
Counties since 1965*

## PROJECT GUIDE

### The Promise of Community Action

*Community Action changes people's  
lives, embodies the spirit of hope,  
improves communities, and makes  
America a better place to live. We  
care about the entire community and  
we are dedicated to helping people  
help themselves and each other.*

## WHO IS COMMUNITY ACTION, INC.

Community Action, Inc. (CAI) is a charitable 501(c)(3), non-profit corporation established in 1965 and has a successful history of delivering services, helping families achieve economic independence, and improving the community.

**CAI's Mission:** "Community Action, Inc. partners with community members to improve low-income situations by assisting families with activities to overcome barriers, improve economic status, and enhance their quality of life."

**CAI's Vision:** "Community Action, Inc. will be recognized as a premier organization dedicated to solving social and economic problems of the community."

CAI will focus work and resources on four strategic issues identified from the results of a community needs assessment:

- Retain youth in the community
- Remain relevant and responsive to the needs of the community
- Improve the economic conditions of families
- Improve the social conditions of families and communities

CAI is results oriented and committed to partnering with others to help families advance and communities prosper.

**Please call with questions or visit our website to view the specific income and employment criteria to determine if you meet the eligibility requirements of specific projects.**

## Community Action Projects



Community Development

### COMMUNITY DEVELOPMENT

Acts as a community catalyst; advocates and mobilizes partners to plan initiatives and solve community problems.

### EMERGENCY UTILITY ASSISTANCE

Assists individuals facing utility shut offs by preventing disruptions that could impact the well-being and stability of families, ensuring they have access to electricity, heat, and water. By connecting individuals to local support networks, budgeting assistance, and energy-saving solutions, struggling households are empowered to regain financial security and avoid future crises.



### YOUTH OPPORTUNITIES

Engages youth in activities that promote personal and community responsibility, work ethics, work readiness, financial literacy, and leadership skills.

### WEATHERIZATION

Completes a free home energy assessment, recommends improvements to reduce home energy costs and improve the health and safety of the residents. Services may include attic and wall insulation; heating system and ventilation improvements or repairs; air sealing; and energy conservation education.



### DOMESTIC VIOLENCE SERVICES

Is someone you love hurting you? Free and confidential services are explained by an advocate. Services provided may include: 24-hour hotline, safety planning, emergency shelter, options counseling, and legal advocacy. Supportive and educational counseling for friends and family. Community and school educational programs, volunteer training available upon request.



### MEDICAL ASSISTANCE TRANSPORTATION

Provides non-emergency mileage reimbursement and transportation services to qualified Jefferson County residents with a valid PA Department of Human Services Access Card. Must be traveling to and/or from a medical assistance covered service.



### ADULT EDUCATION

Provides individuals with instruction in a classroom / on-line setting to: improve academic and digital literacy; develop skills to pass the High School Equivalency Test (HiSET or GED); post secondary training preparation; conduct career exploration, and enhance job readiness. Support services and case management are available. Tutors provided on a case-by-case basis.



### CASE MANAGEMENT

Supports and guides families in making decisions to overcome home and financial difficulties while accepting personal responsibility and establishing goals and strategies for economic independence.



### HOMELESS SERVICES

Provides homeless: emergency shelter; help with locating and establishing a residence; financial aid for rent and security deposits, and case management. Also provides homeless veterans and their families with supportive services.



### REGIONAL VETERANS SERVICES

Provides case management and supportive services to prevent the imminent loss of a Veteran's home or to rapidly re-house homeless Veterans.

### FOOD PANTRY

Provides emergency supplemental food services to eligible Clarion County residents.



### VOLUNTEER INCOME TAX ASSISTANCE

Offers free tax return assistance to families making less than the annually announced income limit. IRS-certified volunteers prepare free basic federal income tax returns, Pennsylvania state returns, local tax returns, and property tax/rent rebate applications.



CAI provides consumer services without regard to race, color, religion, national origin, ancestry, sex, age, disability, possession of a General Education Development certificate (GED) as compared to a high school diploma, veteran status, any other characteristic protected by law. Additionally, no persons will retaliate against an individual for complaining about discrimination, filing or being witness to a complaint, assisting or participating in an investigation or lawsuit regarding discrimination, resisting sexual advances or intervening to protect others, and requesting accommodation for a disability or religious practice.