

CSBG Recovery Act Local Plan

Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.

Submit To:

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

Section I - Agency Information

Agency	El Dorado County Department of Human Services
Address	3057 Briw Road
City	Placerville, CA 95667


Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person	Michelle Hunter
Title	Program Manager
Phone	530-621-6161
Fax	530-295-2581
E-mail Address	michelle.hunter@edcgov.us


Section II - Certification

1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.

The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.



Board Chair



Executive Director

6/2/09

Date

5/11/09

Date

**ATTEST: SUZANNE ALLEN de SANCHEZ,
Clerk of the Board of Supervisors**

By 
DEPUTY

CSBG Recovery Act Local Plan

Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number 965067382

Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number TBD-CCR web page attached showing registration confirmed for above DUNS

Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

A) Describe how your agency made this Local Plan available for public inspection.

The CSBG Recovery Act Local Plan will be posted on the El Dorado County Department of Human Services home page under the "What's New" section for public review on 5/11/09. Copy of web page attached.

Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

The El Dorado County Board of Supervisors is the designated Community Action Agency (CAA), and the Department of Human Services (DHS) is the County department designated to administer the Community Action programs and activities. The CSBG Recovery Act funds will be used to retain administrative staff that support the variety of low-income programs administered by DHS that serve clients of all ages, from infants to senior citizens. Such services and activities include the Supplemental Food Program for Women, Infants and Children (WIC), Low-Income Home Energy Assistance Program (LIHEAP), DOE Weatherization Program, Public Housing Authority Housing Choice Voucher Program, Senior Nutrition Program (congregate and home-delivered meals), Information and Assistance Program, Legal Assistance and case management services. Services and levels provided are determined through an ongoing needs assessment process. Current programs serve the priority needs within the community.

B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

In addition to administering low-income and senior programs, DHS administers an array of social services programs designed to ensure that the basic needs of at-risk persons of all ages are being met. All services are available throughout El Dorado County, and many are also available to Alpine County residents. Services include protective services for children and adults, employment services, senior services, housing assistance, health care services and cash aid services. Staff from CAA and other DHS programs meet in the form of a Human Services Executive Council to develop linkages and coordinate the provision of human services to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services. In addition, DHS supports and collaborates with an array of public and private entities that work towards expansion of resources and opportunities in order to achieve family and community outcomes and endeavors to mobilize and leverage resources and to work towards attaining a full continuum of care for low-income and vulnerable people.

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C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

Programs administered by DHS are designed to assist clients in meeting their short-term and long-term economic and employment needs. The Family Self-Sufficiency component of the Housing Choice Voucher Program assists clients to identify and attain solutions to problems that preclude self-sufficiency and coordinates with the CalWORKs Program to promote self-sufficiency among Temporary Assistance to Needy Families (TANF) recipients. DHS also offers temporary financial and other forms of assistance to those who find themselves unemployed. As an Area Partner Consortium Operator of the Golden Sierra Job Training Agency Consortium, El Dorado County DHS administers Workforce Investment Act programs that provide job training services to promote and increase employment, job retention, earnings, and occupational skills of participants. DHS supports a "One Stop" system to strengthen the community and meet the multiple employment needs of County individuals and families, unemployed and displaced workers and local businesses. DHS administers CalWORKs as well as Workforce Investment Act Programs and operates two OneStop Employment Resource Centers.

D) Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow up consultations.

Within DHS, the Information & Assistance Program makes referrals to community agencies to promote independence among the vulnerable and at-risk populations in the County. This Program offers a primary one-stop information service, limiting the need for clients to conduct multiple telephone inquiries or use limited transportation resources. This assists clients by quickly addressing concerns and limiting the time they go without services. The Information & Assistance Program provides referrals to appropriate agency and community programs and provides follow-up to confirm that services are in place. DHS also administers several case management support services such as Linkages and the Multi-Purpose Senior Services Program (MSSP), Senior Nutrition (congregate and home-delivered meals), a Representative Payee Program, In-Home Supportive Services, Family Caregiver Support Program services as well as Child Protective Services and Adult Protective Services to improve or stabilize living conditions for low-income seniors or at-risk adults and families that ensure that low-income individuals obtain assistance to which they are entitled.

E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

DHS has established partnerships and collaborations and coordinates services with a wide array of other organizations serving low-income residents of the County, including religious, charitable and community organizations and other governmental agencies to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services. By providing services at several locations throughout the County, a link is established between community organizations and their residents and local government. The CAA and DHS participate in a cross-referral system that facilitates timely access to and provision of appropriate services to low-income residents in the jurisdiction. The CAA also partners and/or coordinates with numerous private-sector and charitable organizations, such as the Salvation Army, Women's Centers, HELP (Housing Emergency Lodging Program), the El Dorado Community Foundation, local food closets, church groups and volunteer organizations that assist clients to reduce the conditions of poverty and to meet emergency needs, as well as to identify planning needs, gaps in services and service delivery concerns.

F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

DHS administers WIC, providing services to over 3000 eligible clients monthly, promoting safe, economic and healthy use of available foods along with food-specific WIC vouchers to promote good nutrition and reduce the incidence of nutritionally at-risk infants, children and pregnant and lactating women. DHS provides information, outreach and referral to available food resources throughout the County. At-risk seniors are encouraged to access the Senior Nutrition Program home-delivered meals and congregate meal sites. DHS administers the Housing Rehabilitation Program to address health and safety needs and provide handicapped modifications for eligible low-income residents. DHS's Housing Choice Voucher Program enables eligible persons to rent privately owned, existing, safe and sanitary housing by making housing assistance payment to private landlords. DHS works with developers to create workforce affordable housing units. DHS administers CalWORKs and Workforce Investment Act programs that provide job training services to promote and increase employment, job retention, earnings, and occupational skills of participants.

G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).

The following mechanisms are used to identify and assess the needs and problems of the low-income population of El Dorado County: community service needs provided by the Community Action Council (advisory council to the CAA), demographic data, the El Dorado Community Foundation 2007 Older Adult Research Project, planning sessions with advisory groups, community forums, and public hearings.

H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.

El Dorado County is located in the Sierra Nevada Mountain Range between Sacramento and the State of Nevada and covers approximately 1,710 square miles; Alpine County is adjacent. DHS is a direct service provider and administers programs for the entire jurisdiction. Through Income Maintenance programs, Eligibility Workers process applications and make eligibility determinations for mandated Federal, State and local public assistance programs, including Medi-Cal, Food Stamps, CalWORKs and General Assistance. Information and Assistance, Family Caregiver Support and case management program staff also assist low-income individuals with access to Medi-Cal, Supplemental Security Income (SSI), and Food Stamps. The Supplemental Food Program for Women, Infants and Children (WIC) assists clients with accessing Food Stamps, Medi-Cal, and CalWORKs. All programs under the umbrella of the CAA and DHS assist County individuals and families to access Federal, State and local benefit programs.

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J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

DHS is already expanding outreach efforts for other Recovery Act services and will further expand outreach efforts already in process for their low-income programs to conduct extensive outreach in El Dorado County to ensure compliance with the CSBG Recovery Act. This will be accomplished by targeting low-income clients through local newspapers, radio, media, faith-based organizations, community fairs and other programs serving low-income residents. The Department of Human Services has a comprehensive network established to provide outreach to targeted populations.

Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

The Low-Income Home Energy Assistance Program (LIHEAP) and DOE Weatherization Programs are administered by the El Dorado County Department of Human Services, as is the CSBG funding. CSBG administrative funds are used to support the LIHEAP and DOE Weatherization programs to mitigate the high cost of energy consumption for low-income, senior and disabled households throughout El Dorado and Alpine counties. Mutual referral occurs department-wide among all programs serving low-income clients.

B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

When clients access the LIHEAP and DOE Weatherization Programs in El Dorado and Alpine counties, information is available regarding CalWORKs, the Workforce Investment Act Program and the OneStop Employment Resource Centers. As appropriate, clients applying for energy assistance are also referred to available employment services.

Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

A.1) Project/Activity #1

Title	Administrative Support to Low-Income Programs
Cost	\$175,375
Est. # of Jobs	<input type="checkbox"/> Created # <input checked="" type="checkbox"/> Retained # 2.32 FTE
Description	The CSBG Recovery Act funds will be used to retain administrative staff that support the variety of low-income programs administered by the El Dorado County Department of Human Services as the County Department designated to administer Community Action Agency programs in El Dorado County

A.2) Project/Activity #2

Title	N/A
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

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A.3) Project/Activity #3

Title	N/A		
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

A.4) Project/Activity #4

Title	N/A		
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

A.5) Project/Activity #5

Title	N/A		
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

B.1) Subcontractor Project/Activity #1

Title	N/A		
Subcontractor			
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

B.2) Subcontractor Project/Activity #2

Title	N/A		
Subcontractor			
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

B.3) Subcontractor Project/Activity #3

Title	N/A		
Subcontractor			
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	

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Description

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B.4) Subcontractor Project/Activity #4

Title	N/A		
Subcontractor			
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

B.5) Subcontractor Project/Activity #5

Title	N/A		
Subcontractor			
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.

In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.*

<i>NPI</i>	<i>Project or Activity</i>	<i>Description</i>
Employment NPI 1.1	Administrative Support	DHS administers the CalWORKs and Workforce Investment Act programs to provide multi-faceted job training and job search assistance to increase work opportunities for low-income individuals in El Dorado and Alpine counties.
Employment Supports NPI 1.2	Administrative Support	DHS provides on-going employment services through the CalWORKs and Workforce Investment Act. Individuals are coursed in job training services, job retention, earnings, and occupational skills. The agency works towards effective delivery of such services to low-income individuals and to avoid duplication of such services.
Economic Asset Enhancements and Utilization NPI 1.3	Administrative Support	DHS offers a comprehensive range of workforce development activities. Available workforce development activities can benefit job seekers, laid off workers, youth, incumbent workers, new entrants into the workforce, veterans, persons with disabilities and employers. The purpose of these activities is to support to local businesses to strengthen and retain employment opportunities and promote an increase in the employment, job retention, earnings, and occupational skills improvement by participants.
Community Improvement and Revitalization NPI 2.1	Administrative Support	DHS administers multiple Community and Economic Development Block Grants that help to improve and revitalize the Community and coordinates Affordable Housing activities in the jurisdiction. A Housing Rehabilitation Program benefits low-income homeowners, providing them with low interest loans, resulting in improved housing conditions in unincorporated areas of the County. the LIHEAP and DOE Weatherization programs provide energy efficient improvements to homes of low-income renters and homeowners, lowering energy costs while increasing household income available to meet basic living expenses.

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Community Quality of Life and Assets NPI 2.2	Administrative Support	DHS assists eligible low-income residents in obtaining affordable and safe rental housing and advocates for and facilitates implementation of the Housing Element of the El Dorado County General Plan to ensure that low-income and vulnerable populations will be able to access safe and affordable housing opportunities and will have their financial and housing situations improved.
Civic Investment NPI 3.1	Administrative Support	DHS encourages and promotes volunteer participation by advertising through word of mouth and newspaper ads and articles. Volunteers deliver over 350 Senior Nutrition meals to home-bound seniors daily. The Senior Day Care Center utilizes over 380 volunteer hours a month. Annually, approximately 40,000 volunteer hours are donated to DHS that benefit service recipients as well as the volunteers.
Community Empowerment through Maximum feasible Participation NPI 3.2	Administrative Support	The Community Action Council holds monthly meetings (9 annually) and ensures ongoing participation of at least three low-income individuals. DHS administers the EDBG Micro-Enterprise grant to provide technical assistance training and loans to small businesses and entrepreneurs to encourage development or continuation of self-employment and job retention. DHS administers a CDBG Housing Acquisition Program to assist eligible first time homebuyer households to obtain deferred payment second mortgages for "gap" financing and closing cost assistance to facilitate purchase of affordable units. DHS also administers other programs that facilitate home-ownership by low-income households.
Expanding Opportunities through Community-Wide Partnerships NPI 4.1	Administrative Support	DHS actively coordinates services with multiple Community agencies and organizations. DHS will continue to maintain a strong, viable administrative unit and to partner, network, support and collaborate with an array of public and private entities that work towards expansion of resources and opportunities in order to achieve beneficial family and community outcomes and endeavor to mobilize and leverage resources and to work towards full implementation of a full continuum of care for low-income and vulnerable people. DHS works closely with emergency resources, community agencies and organizations, violence and other shelters, commercial developers, volunteer organizations and faith-based organizations to promote availability of necessary services.
Broadening Resource Base NPI 5.1	Administrative Support	DHS maintains strong, viable administrative and fiscal units to ensure reporting accountability for ongoing grant funding and continues to endeavor to mobilize and leverage resources to the extent possible.
Independent Living NPI 6.1	Administrative Support	The agency administers a continuum of Aging and Adult services that support independent living, including Linkages, Multi-Purpose Senior Services Program, Senior Nutrition (congregate and home-delivered), a Representative Payee Program, In Home Supportive Services, Family Caregiver Support Program, Public Guardian and Adult Protective Services. DHS staff network with providers of community resources and receive and make appropriate referrals to support and improve each individual's situation while endeavoring to help them achieve or retain maximum independence.
Emergency Assistance NPI 6.2	Administrative Support	Thousands of households seek emergency assistance from DHS each year. DHS makes referrals for food, shelter and legal assistance on an on-going basis and administers the Low-Income Energy Assistance Program (LIHEAP), enabling eligible households to receive available assistance in reducing their household energy costs and avoid shutoffs. DHS also coordinates with Salvation Army to enable low-income households at-risk of imminent shut off of their utilities to access REACH resources to retain utility service.
Child and Family Development NPI 6.3	Administrative Support	DHS administers the Supplemental Food Program for Women, Infants and Children (WIC), providing services to an ongoing caseload of over 3,000 eligible clients, promoting safe, economic and healthy use of available foods along with food specific WIC vouchers. DHS provides on-going outreach and referral regarding food resources available in the County. DHS also administers Child Protective Services to ensure the safety and well being of children, offering case management and other support services to promote unified and stable families.

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D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)

N/A

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

The El Dorado County Board of Supervisors is the designated Community Action Agency (CAA) and the Department of Human Services (DHS) is the County department designated to administer the Community Action programs and activities. The CSBG Recovery Act funds will be used to retain administrative staff that support a variety of low-income programs administered by the CAA and DHS that serve clients from infants to senior citizens. Outreach will be increased to ensure that community members most severely affected by the recent down-turn in the economy are connected with appropriate services to ensure their basic needs are met and to assist individuals, families and the Community in meeting their short-term and long-term economic and employment goals. 2.32 FTE administrative positions will be supported through the use of the Recovery Act funds, which is expected to avert the loss and ensure the retention of an equivalent number of staff who provide direct services to low-income individuals and families and are at risk of loss due to the economic decline and reductions in available funding.

Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

N/A

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.

N/A

Section X - Barriers


For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

None identified.

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HUMAN SERVICES DEPARTMENT

The Human Services Department offers a wide range of accessible programs designed to meet basic needs and to improve the quality of life for residents living in our Community.

Please bookmark this site and use it as a reference tool to help us serve our community.

Please complete this [form to request information](#) regarding Human Services programs and services. You will be contacted soon!

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What's New



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- The [Community Services Block Grant Recovery Act Plan](#) is now available for public view. posted 05/07/2009
- [May is National Foster Care Month](#). posted 05/07/2009
- [AARP Mature Driving 2009 Class Schedule Has Been Updated. \[.pdf\]](#) posted 05/07/2009
- [Swine Flu Information](#) posted 4/30/2009
- [Workshops scheduled to help employers become and stay successful](#). posted 4/22/2009
- [One Stop \(in Placerville and South Lake Tahoe\) has extended it's Thursday hours](#). posted 4/20/2009
- [Home Energy Assistance Program \(HEAP\)](#) applications are now being accepting for 2009. posted 4/15/2009
- [Need Home Repairs...El Dorado County Can HELP](#) through the [Housing Rehabilitation Loan Program](#). posted 03/26/2009
- [Upcoming Foster Parent Classes Scheduled](#) posted 02/25/2009
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COMMUNITY SERVICES BLOCK GRANT RECOVERY ACT PLAN

On February 17, 2009, the American Recovery and Reinvestment Act (Recovery Act) of 2009 was signed into law by President Barack Obama. The Recovery Act provides for approximately \$89 million dollars in additional funds to the Community Services Block Grant program for California. The purpose of the Recovery Act is to create sustainable economic resources in communities.

The Recovery Act states that all recovery funds may be used for carrying out activities under sections 674 through 679 of the Community Services Block Grant Act. Through the use of the funds eligible entities will achieve this by:

- 1) Providing a wide range of innovative employment-related services and activities tailored to the specific needs of their community;
- 2) Using funds in a manner that meets the short-term and long-term economic and employment needs of individuals, families, and communities; and
- 3) Making meaningful and measurable progress toward the reform goals of the Recovery Act with special attention to creating and sustaining economic growth and employment opportunities.

Purpose of the CSBG Recovery Act Local Plan

In an attempt to gauge a complete view of the potential usage of the Recovery Funds in California, the Department of Community Services and Development (CSD) is requiring agencies to submit a CSBG Recovery Act Local Plan. This plan will encompass many elements, including an estimate of the number of jobs created and retained, narratives on the types of projects and activities to be undertaken and infrastructure building in the community.

To view El Dorado County's Local Plan, please download the following

▼ [Community Services Block Grant Recovery Act Plan.](#)

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