



COMMUNITY SERVICE PROGRAMS OF WEST ALABAMA, INC.

ADMINISTRATIVE OFFICE

601 BLACK BEARS WAY, TUSCALOOSA, ALABAMA 35401-4807

TELEPHONE (205) 752-5429

TOLL FREE (855) 211-0950

FACSIMILE (205) 758-7229

Cynthia W. Burton
Executive Director

www.cspwal.com

March 27, 2020

FROM: Cynthia W. Burton, Executive Director

Due to the COVID-19 Pandemic, Community Service Programs of West Alabama, Inc. is changing how our agency provides services to our communities. We have made the following departmental changes to ensure the health and safety of our employees and those we service:

Meals-on-Wheels: Continues to deliver a hot, meal daily between 11:00 a.m. until 12:30 p.m. to residents of Tuscaloosa County. Volunteers are needed. Contact Diane Lewis at 205-469-0383 to volunteer.

Head Start/Early Head Start: Effective March 16, 2020 all Head Start/Early Head Start Centers were closed due to the State of Emergency. Sack lunches (which include lunch, breakfast and a snack) are available to all enrolled children at various pickup locations in the counties of Bibb, Fayette, Lamar, Greene, Hale and Tuscaloosa. Notices of food pickup sites were sent to parents via Child Plus (Head Start platform), emails and text messages.

Supportive Services: CSP continues to administer energy assistance through LIHEAP, Project Share and ABC Trust programs in the counties of Bibb, Choctaw, Dallas, Fayette, Greene, Lamar, Sumter and Tuscaloosa. **Appointments are required to receive services.** No additional appointments will be scheduled until further notice. Please call 205-469-0370 after April 10, 2020 for scheduling updates.

CSP Properties Management: CSP has stopped all face-to-face housing applications. Applicants are encouraged to mail completed applications to 527 Black Bears Way, Tuscaloosa, AL 35401 or drop off applications in the mail slot located at this same address. All non-emergency maintenance has been suspended until further notice.

Early Intervention: Pursuant to the guidelines issued by Alabama's Early Intervention system, CSP is not providing in-home visits; however, we do continue to offer video conferencing to families who have the capability and choose to utilize this service.

Fiscal: Tenants are being asked to make monthly rental payments via mail slot at CSP Housing Office located at 527 Black Bears Way, Tuscaloosa, AL 35401 to limit face-to-face contact with fiscal department staff.

Housing: One-on-one housing counseling continues via telephone conferences. Homebuyer Education group programs are postponed through April 19, 2020. We are following all local and state public health official recommendations. **Weatherization:** Suspended until further notice.



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Human Resources (HR): Applications for employment will be taken electronically or through the mail. Interviews for employment will be conducted using Zoom, Facetime or other remote audio-video technology. Telephone calls to HR will be monitored by staff who can be reached at 205-469-1015.

Community Service Programs of West Alabama, Inc. is a community action agency, NeighborWorks® America Organization and certified housing development entity. We provide services and programs to residents in Tuscaloosa, Bibb, Choctaw, Dallas, Fayette, Greene, Hale, Lamar, Perry and Sumter Counties. Weatherization only is provided in Pickens County.