

Attachment I

Public Services Category

Staff Reports

**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Bay Area Crisis Nursery

**PROGRAM NAME/NUMBER:** Bay Area Crisis Nursery  
20-01-PS

**PROGRAM SERVICE AREA:** County-wide

**PROGRAM OUTCOME:** Provide short-term residential/shelter services and emergency childcare for 21 children ages birth through 5 years.

**TOTAL PROGRAM COST:** \$894,927

**AMOUNT REQUESTED:** \$25,000

**AMOUNT RECOMMENDED:**

FY 2020/21:	\$15,000
FY 2021/22:	\$15,000

**RECEIVED IN FY 2019/20:** N/A

**CONDITIONS OF APPROVAL:** None

**PROGRAM DESCRIPTION:** The Bay Area Crisis Nursery provides emergency residential/shelter services and childcare for young children, from birth through 5 years, living in families who identify experiencing a crisis or parental stress, are at-risk of child abuse or neglect, or who have been previously abused or neglected and have been reunited with natural family. Bay Area Crisis Nursery provides three different types of crisis childcare:

- (1) Residential/shelter program where children can live. Children can live at the Nursery for a minimum of 24 hours and up to 30 days within a 6-month timeframe.
- (2) Respite/stress break program where children stay for short periods of time in order to give parents a much needed break from stressors of parenting.
- (3) Daytime emergency nursery childcare program from 7 am to 7 pm.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** General Public Services [CD-1]. Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as substance abuse, hunger, housing stability, and other issues.
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The program provides services to families in need of emergency residential/shelter services and childcare for young children, from birth through 5 years of age. Parents or caregivers must be the legal guardian of the child
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$15,000	21	\$714.28
Total Program Amount	\$894,927	550	\$1,627.14
CDBG % of Total Budget	1.6%		
Required Match – 10%	\$1,500		
Amount Secured	\$0		
Leverage*	\$58.66		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used to pay a portion of salaries for the Executive Director, Project/Program Manager, Accountant, Lead Caregiver, Childcare Worker, On-Call Manager, and On-Call Lead Caregiver. Based on Bay Area Crisis Nursery's funding history, they will secure sufficient funds through fundraising, corporations, and foundations to carry out the program.

6. **EXPERIENCE AND CAPACITY:** Bay Area Crisis Nursery has been in operation since 1981 and has served almost 30,000 children since the start. Their Executive Director has an extensive background working with nonprofits and an 18-year history working in fundraising, communications, public relations, and program management.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.

8. **PAST PERFORMANCE:** This is the first year Bay Area Crisis Nursery has applied for CDBG funds from the County.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Services projects are exempt from an environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Bay Area Legal Aid

**PROGRAM NAME/NUMBER:** Tenant/Landlord Counseling  
20-02-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide comprehensive tenant/landlord counseling services to approximately 475 Urban County residents.

**TOTAL PROGRAM COST:** \$189,491

**AMOUNT REQUESTED:** \$80,000

**AMOUNT RECOMMENDED**  
    **FY 2020/21:** \$0  
    **FY 2021/22:** \$0

**RECEIVED IN FY 2019/20:** \$80,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** Bay Area Legal Aid (BALA) provides a variety of housing services including housing counseling, discrimination investigation, mediation and advocacy, legal representation, and education and outreach to lower income Urban County residents.

The proposed project assists Urban County residents in exercising their housing rights by providing the following services and activities:

- **Tenant/Landlord Counseling:** tenants and landlords will receive counseling on their rights and responsibilities under federal, state and local housing law. Counselors will also provide clients with information on administrative and court proceedings. Common counseling subjects include: landlord duty to rent to families with children; negotiating with landlords to avoid eviction for nonpayment of rent or alleged tenant misconduct or violation of lease terms; support/help in obtaining rent payment assistance, including Section 8 rent subsidies, deposit assistance and temporary rent payment assistance; and help/support in understanding lease terms.
- **Legal Advise and Representation:** clients whose housing issues cannot be

resolved through counseling alone will be provided counsel and advice, brief legal services or legal representation.

- **Education and Outreach:** the collaborative will conduct education and outreach activities to educate residents, staff of other community-based organizations and rental property owners/managers on landlord/tenant rights and responsibilities.

All of the above services are provided free of charge and in multiple languages through in-house language capacity, the Language Line and freelance interpreter services. A majority of the clients will be served via the telephone and/or email.

BALA cannot provide services to the following groups:

- Those who are undocumented.
- Households with income greater than 200 percent of the Federal Poverty Line (FPL).
- Those who have not received a Summons and Complaint.

BALA has previously contracted with ECHO Housing (ECHO) to service the groups listed above. ECHO is a non-profit organization also providing tenant/landlord services. Principal beneficiaries of CDBG funds are low- and moderate-income households, which includes household income that is no more than 80 percent of the Area Median Income (AMI). Because households in the 200 percent FPL category usually equate to households earning less than 30 percent of AMI (Extremely Low-Income), there is a large CDBG eligible population that cannot be serviced by BALA. Therefore, the Low- and Moderate-Income population, those who are undocumented, and those who have not yet received a Summons and Complaint are referred to ECHO. The project is eligible, however, due to BALA's constraints excludes providing services a large pool of CDBG eligible households residing in the County, staff recommends this project not be funded at this time.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as hunger, substance abuse and other issues. [CD-1]
2. **CDBG ELIGIBLE ACTIVITY:** Public Services[24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** BALA proposes to provide comprehensive tenant/landlord counseling services to Urban County residents, including people at-risk of homelessness, victims of domestic violence, at-risk youth, limited English proficient households, seniors, and disabled persons.

Economic data analyzed by Steve Levy at the Center for Continuing Study of the California Economy showed that although poverty rates have decreased in 2015 by two percent, poverty rates are still higher than the last recession. Additionally, California has the second highest supplemental poverty rate in the country. Data is starting to show that high poverty rates are not necessarily the result of low income or wages. Wage and income have been far out paced by increases in rents and home prices leaving many residents with less income to spend on other items despite wage gain.

In 2016, 35 percent of Contra Costa residents (133,030 households) were renters, which is a two percent increase since 2014. The Fair Market Rent (FMR) for a two-bedroom apartment is \$2,103, while in 2014 the FMR was reported at \$1,578. This is a staggering 75 percent increase. In order to afford the FMR for a two-bedroom apartment at the estimated mean wage in Contra Costa County, a renter must include 1.7 workers earning the mean renter wage in order to make the two-bedroom FMR affordable. These statistics highlight the high need for tenant/landlord counseling services in Contra Costa County.

The County's Homeless Continuum of Care Plan affirms that the shortage of affordable housing in Contra Costa is a root cause of homelessness. For those that *are* affordably housed, there are risk factors that can imperil their stability: wrongful evictions, erroneous termination of housing subsidies, or victimization by unscrupulous landlords who fail to maintain properties in habitable conditions or file court actions (unlawful detainer) in an attempt to illegally evict tenants and re-rent units at increased fees. This process moves very quickly. From receipt of the eviction notice to removal by the Sheriff can take as few as 15 days, and often overwhelms tenants who are unfamiliar with required court procedures and paperwork. Disabled, elderly, and limited-English speaking residents are especially vulnerable to such abuse, and many become homeless.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$0	475	\$0
Total Program Amount	\$189,491	925	\$21
CDBG % of Total Budget	0%		
Required Match – 50%	\$0		
Amount Secured	\$0		
Leverage*	\$0		
*Does not include other CDBG funds from other jurisdictions.			

6. **EXPERIENCE AND CAPACITY:** Bay Area Legal Aid was created on January 1, 2000 through the merger of three Bay Area legal service providers: Contra Costa Legal Services Foundation (Est. 1966), San Francisco Neighborhood Legal

Assistance Foundation (Est. 1966) and Community Legal Services of Santa Clara County (Est. 1995), and has over 45 years of experience providing a wide variety of legal services to lower income residents of the County. Although BALA meets their goals and does not experience any overall program issues, their program restrictions limit service to a large population that is CDBG-eligible. BALA's restrictions have also become a concern to other Cities within the County Consortium.

7. **PROGRAM READINESS AND TIMELINESS:** This is an existing project and the two collaborative partners have staff in place to continue providing these valuable services to Urban County residents. However, BALA has constraints that excludes a large pool of CDBG eligible households from being served directly by BALA's services.
8. **PAST PERFORMANCE:** BALA has consistently met or exceeded its program goals and administrative requirements. As of December 31, 2019 (Q2), BALA has reported serving 61% of their annual goal (311 households). ECHO achieved 203% of their annual goal of 70 tenant/landlord cases from BALA, opening 142 cases in the Urban County. With this data, it is evident that there are a number of cases BALA cannot actually serve. Since BALA reports on ECHO's quarterly achievements, BALA's progress reports are reliant on ECHO's submission, which has delayed submittal. Staff recommends this project not be funded at this time due to BALA's service constraints
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/ RELOCATION/ PREVAILING WAGE ISSUES:** Public Service projects are exempt from an environmental review.



**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** ECHO Housing

**PROGRAM NAME/NUMBER:** Tenant/Landlord Counseling and Dispute Resolution  
Services  
20-03-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide information and assistance to 200 tenants and  
landlords on their housing rights and responsibilities.

**TOTAL PROGRAM COST:** \$212,371

**AMOUNT REQUESTED:** \$80,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$80,000</b>
<b>FY 2021/22:</b>	<b>\$80,000</b>

**RECEIVED IN FY 2019/20:** N/A

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** ECHO Housing (ECHO) is a non-profit agency that provides various housing programs that promote equal access housing and services that aid in prevention of homelessness and promote permanent housing conditions. These programs include Fair Housing Services, Home seeking & Shared Housing Counseling and Placement, Pre-Purchasing Counseling, First Time Homebuyer Education, Rent Review & Relocation, and Rental Assistance.

The proposed program will provide Tenant/Landlord Counseling and Dispute Resolution Services in the form of counseling, mediation, and renters' rights and responsibility services to low-income persons with an Area Medium Income (AMI) of 80% or less. ECHO serves all low-income households, including racial/ethnic minority households, female-headed households, disabled households, and elderly/senior households. ECHO empowers its clients through education and by providing them with counseling and information on their rights and responsibilities under federal, state and local housing law.

Counseling:

- Eviction – Negotiating with landlords to avoid eviction
- Rental Increase – assistance in obtaining rent payment assistance
- Section 8 Rent Subsidies
- Deposit Assistance and Temporary Rent Payment Assistance.

- Rental and Lease Agreements.
- Illegal Entry
- Retaliation
- Habitability

All services will be provided free of charge and in multiple languages through in-house language capacity, the Language Line (a service that interprets and translates in 170 different languages) and freelance interpreter services. A majority of the clients will be served via the telephone and/or email, but because ECHO has an office located in Antioch, clients will have access to in-person services and ECHO plans on having an additional satellite office in central County in the near future. In addition, special clinics/meetings will be scheduled in various areas of the County.

Currently, ECHO contracts with Bay Area Legal Aid (BALA), another nonprofit agency that provides tenant/landlord services to Contra Costa County residents. BALA is unable to serve those who are undocumented, households whose income is greater than 200 percent of the Federal Poverty Line (FPL), and those who have not yet received a Summons and Complaint. ECHO is able to fill this service gap. With a high volume of BALA referred clients served, ECHO has decided to apply for CDBG funds to provide tenant/landlord services to all CDBG eligible households. This project is eligible, feasible, and timely. If this project is funded, ECHO will no longer contract with BALA for tenant/landlord services.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as hunger, substance abuse and other issues. [CD-1]
2. **CDBG ELIGIBLE ACTIVITY:** Public Services[24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** Tenants and landlords need information and counseling regarding their rights and responsibilities at every level of tenancy. While most landlords have the services of private attorneys and the California Apartment Association, the cost of obtaining legal information is beyond the financial reach of the renters. Despite the fact that most landlords are business-minded law-abiding persons, ECHO's experience is that there are some who are not as concerned with providing safe and decent housing. Some prey on low-income renters whose knowledge of the law is minimal and take advantage of the fact that housing in the Bay Area is at a premium. Some tenants are forced to live in substandard housing conditions and are afraid to complain because of threatened retaliation by some landlords. A significant number of ECHO's clients are Hispanic

renter households who are experiencing overcrowding and substantial habitability problems. Non-English speaking households and those that have undocumented immigrants are particularly victims of this predatory habitability. ECHO proposes to provide tenant/landlord counseling and dispute resolution to both tenants and landlords in the Urban County which include low-income persons with an AMI of 80% or less, racial and ethnic minorities, female-headed households, disabled households, and elderly/senior households.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$80,000	80	\$400
Total Program Amount	\$212,371	1,718	\$124
CDBG % of Total Budget	37.6%		
Required Match – 10%	\$8,000		
Amount Secured	\$23,345		
Leverage*	\$1.65		
*Does not include other Contra Costa Entitlement CDBG funds from other jurisdictions. But does include CDBG funds from Cities in Alameda County.			

The other funding sources for this program are predominantly from CDBG funds from other jurisdictions; both in Contra Costa County and Alameda County. The remaining funding sources are local jurisdiction funds in Alameda County.

6. **EXPERIENCE AND CAPACITY:** ECHO has its main office in Alameda County and has been working to eradicate housing discrimination and promote understanding by tenants and landlords of their rights and responsibilities for approximately over 50 years. They have a satellite office at the Rivertown Resource Center in Antioch and is working to establish a satellite office in central County. ECHO has been contracting with BALA in providing tenant/landlord services for the past 3 years.
7. **PROGRAM READINESS AND TIMELINESS:** While ECHO is a new applicant for the Tenant/Landlord Services this fiscal year, they have worked in collaboration with BALA for the last several years. In addition, ECHO has been funded with CDBG funds for their Fair Housing Program. ECHO has staff in place to continue providing these valuable services to Urban County residents. Unlike BALA, ECHO does not have an attorney on staff available for legal representation or consultation for legal advice, but is planning to contract with a consulting attorney for occasions when an attorney is necessary for tenant representation or to provide legal advice.
8. **PAST PERFORMANCE:** In collaboration with BALA, ECHO has consistently met or exceeded its program goals and administrative requirements.

9. **ENVIRONMENTAL/HISTORIC PRESERVATION/ RELOCATION/ PREVAILING WAGE ISSUES:** Public Service projects are exempt from an environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Food Bank of Contra Costa and Solano

**PROGRAM NAME/NUMBER:** Collaborative Food Distribution Program  
20-04-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide food to over 10,000 low-income persons in the Urban County.

**TOTAL PROGRAM COST:** \$5,523,246

**AMOUNT REQUESTED:** \$46,500

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$46,500</b>
<b>FY 2021/22:</b>	<b>\$46,500</b>

**RECEIVED IN FY 2019/20:** \$46,500

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** The Food Bank of Contra Costa and Solano (FBCC&S) proposes to operate a year-round food program, which collects and distributes nutritious food to low-income households through three of its direct food distribution programs: Food for Children, Senior Food Distribution program, and Food Assistance program. The FBCC&S has 34 sites throughout the County from which food is distributed of which 28 are Urban County locations. Each site is visited once a month to distribute food. Each household is able to pick-up one bag of food containing non-perishables plus bread and produce as available. Bags contain approximately 40 pounds of food.

The FBCC&S collects and stores food in a central warehouse. Food is received from USDA surplus, donations and purchases by the Food Bank. All drivers are trained, and staff is certified in food handling. The FBCC&S has operated the program for almost 34 years.

The FBCC&S has been an active participant in the County in providing and maintaining a consistent stock of nutritious food for distribution throughout the County and has

consistently met programmatic goals in a timely and cost-effective manner. The FBCC&S provides a valuable safety net for lower income County residents.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for lower income persons and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as hunger, substance abuse and other issues [CD-1].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208 (a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** FBCC&S cites census data identifying the need for the provision of emergency food services. For example, 17% (191,531) of Contra Costa County's population has a family income that is less than 150 percent of the Federal Poverty Level. The high cost of living places tremendous pressure on many low-income families. Low-income families/individuals are paying so much for housing and transportation costs that obtaining the necessary nutrition often gets ignored by those struggling to make ends meet. Many families rely on soup kitchens or other programs to provide hot meals for part or all of their nutritional needs.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$46,500	10,000	\$4.65
Total Program Amount	\$5,523,246	17,000	\$325
CDBG % of Total Budget	1%		
Required Match – 50%	\$23,250		
Amount Secured	\$666,088		
Leverage*	\$117.78		
*Does not include other CDBG funds from other jurisdictions.			

The FBCC&S expects to raise under \$3 million from fundraising, and over \$2.5 million in state and federal resources to operate the program next year. In addition, funds from another CDBG jurisdiction are expected to be awarded. For many years,

the FBCC&S has been successful in raising the necessary funds to operate this very successful and much needed program.

6. **EXPERIENCE AND CAPACITY:** The FBCC&S has been a source and provider of nutritious foods in the County for many years. The CDBG program is in its fifteenth year of supporting this particular program, but supported the Food Bank's Prepared and Perishable Food program for several years prior. The FBCC&S has been operating the Direct Distribution Food Program for over 35 years. The Executive Director has been with FBCC&S for over 40 years. Contra Costa Food Bank has consistently met or exceeded goals and requirements for past programs.

The program uses inventory software to track food from its procurement through distribution. Clients are tracked on an intake form and statistics are aggregated annually. Outcome measures are related to the effective distribution of food and elimination of waste.

7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** The program has received CDBG funding for several years. For FY 2018/19, FBCC&S served 9,361 low-income persons from the Urban County, exceeding their goal of 9,300. Through the first Quarter of the current fiscal year, FBCC&S has already exceeded their annual goal of 9,300 by serving 10,166 low-income persons in the Urban County area, and as of January 9, 2020, the program has served 14,697 low-income persons in all jurisdictions. They also meet the administrative requirements each year.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Loaves and Fishes of Contra Costa

**PROGRAM NAME/NUMBER:** Martinez Dining Room  
20-05-PS

**PROGRAM SERVICE AREA:** Martinez

**PROGRAM OUTCOME:** Provide free buffet-style lunches and groceries weekdays to 650 homeless and low-income Urban County residents at the Loaves & Fishes Martinez and Oakley Dining Room.

**TOTAL PROGRAM COST:** **\$1,627,240**

**AMOUNT REQUESTED:** **\$20,000**

**AMOUNT RECOMMENDED:**

<b>FY 2020/21:</b>	<b>\$18,000</b>
<b>FY 2021/22:</b>	<b>\$18,000</b>

**RECEIVED IN FY 2019/20:** **\$15,000**

**PROGRAM ANALYSIS:** Loaves and Fishes of Contra Costa (LFCC) provides hot, nutritionally sound meals and groceries to homeless, low and very low-income men, women, and children Monday through Friday at the Martinez Dining Room. Since its inception in 1983, LFCC has served over 4.4 million meals to residents who are homeless, unemployed, underemployed or disabled. The organization primarily uses volunteers (98% of staff) and a large portion of the food served is donated by local food industry businesses. The Martinez Dining Room will serve noontime meals to 150 persons per day, primarily Martinez residents, and has a food pantry that distributes fresh produce, canned goods, and bread every day.

By feeding the hungry, LFCC accomplishes three objectives: preventing homelessness and maintaining the family unit, preventing poor cognitive development of children living in poverty and reducing hunger and poor nutrition for very low-income people. Since the recession years of 2008, the need for this program has grown.



The program is eligible, feasible, and timely. Providing services to the homeless population is consistent with the Consolidated Plan and the Homeless Continuum of Care Plan. LFCC has consistently met programmatic goals in a timely manner.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Prevention Services for the Homeless [H-2].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Area Benefit & Presumed Beneficiary/Homeless [24 CFR 570.208 (a)(1)(ii) and 24 CFR 570.208 (a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The program targets the homeless and the County's low-income residents. Dining rooms are located in neighborhoods whose residents are primarily very low to low-income, many of them families. Hunger and nutrition are major issues for these residents. Many find it difficult to make ends meet every month and often have to choose between paying rent and going hungry. The risk of homelessness is very real and often results in the break-up of family units. By providing the assurance of a regular meal throughout the year, the program enables families to conserve their financial resources for rent, mortgages, and utilities.

LFCC is a neighborhood based program and is intended to serve low-income area residents and homeless persons in the surrounding areas and neighboring communities. Referrals are made to the program through social service agencies, the County hospital and other government agencies. The Martinez dining room program is located in an area that meets the area of benefit<sup>1</sup> criteria (Census Tract 3170, Block 1). This census tract has a 71.03 percentage of low/moderate income residents.

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<sup>1</sup> Area benefit activity: An activity, the benefits of which are available to all the residents in a particular area, where at least 51% (or as adjusted by HUD) of the residents are low- and moderate-income persons.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$15,000	500	\$27.69
Total Program Amount	\$1,627,240	1,600	\$1,017
CDBG % of Total Budget	1%		
Required Match – 50%	\$9,000		
Amount Secured	\$103,500		
Leverage*	\$89.40		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used to pay salaries for the Martinez Dining Room Manager and Assistant Manager. The majority of the funding and food donations is from foundations, corporations, institutions, individuals, grants, and community partners. Based on LFCC's funding history, they will secure sufficient funds through fundraising, corporations, and foundations to carry out the program. The program utilizes mostly volunteers to serve meals and maintain the Dining Room.

6. **EXPERIENCE AND CAPACITY:** LFCC has been providing meals to the homeless and low income families in since 1983 and has been funded by the CDBG program since 1995. The Executive Director has primary oversight of the program and requested funds are allocated to staff salaries. A number of volunteers are utilized to carry out this program.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** In FY 2018/19, LFCC provided meals to 791 low-income Martinez-area residents. As of the second quarter of FY 2019/20, LFCC has provided meals to 349 low-income Martinez-area residents or seventy percent of its contractual goal.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Monument Crisis Center

**PROGRAM NAME/NUMBER:** Critical Safety Net Resources for Families and  
Individuals /  
20-06-PS

**PROGRAM SERVICE AREA:** Central County

**PROGRAM OUTCOME:** Provide wrap-around safety net services through on-site food distribution, direct referrals to shelter, workshops for financial assistance and employment, referrals to healthcare, and on-site legal and crisis support services. Services will be provided to at least 2,000 lower income Urban County residents will be provided services.

**TOTAL PROGRAM COST:** **\$2,652,300**

**AMOUNT REQUESTED:** **\$30,000**

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$15,000</b>
<b>FY 2021/22:</b>	<b>\$15,000</b>

**RECEIVED IN FY 2019/20:** **\$15,000**

**CONDITIONS OF APPROVAL:** **None**

**PROGRAM ANALYSIS:** Monument Crisis Center (MCC) proposes to provide wrap-around safety net services to lower income families. Services to be provided include food distribution, ESL classes, employment workshops, assistance in completing Medi-Cal Healthy Families, and insurance forms; and other safety net services and basic necessities.

The proposed program is eligible, feasible, and timely. Requested funding will be allocated to operational expenses (rent, utilities, and the purchase of food) to operate the program.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for lower income persons and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as hunger, substance abuse and other issues [CD-1].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low Income [24 CFR 570.208(a)(2)(i)(B)]
4. **TARGET POPULATION AND DEMONSTRATED NEED:** MCC opened 16 years ago to meet the needs of the most vulnerable in the community, people that often miss meals and need to choose between buying food or paying rent. MCC started as an emergency food pantry but soon realized the critical need to address the underlying causes and root effects of poverty. According to MCC, nearly all of their clients are the working poor struggling at seasonal and underemployment making it extremely difficult to provide for their families. On average, MCC assists 9,000 individuals each year. About 30 percent of its clients are female head of household, with children making up the majority of clients. The clients of MCC need services that are accessible – both in location and content. Many clients experience language barriers and have little or no formal education and are intimidated or lack the skill level to connect with available local resources without the assistance of the MCC.

### **5. FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$15,000	2,000	\$7.50
Total Program Amount	\$2,652,300	6,200	\$428
CDBG % of Total Budget	<1%		
Required Match – 50%	\$7,500		
Amount Secured	\$60,000		
Leverage*	\$175.82		
*Does not include other CDBG funds from other jurisdictions.			

MCC's operational budget is funded primarily by corporations/foundations and private donations. It is expected that MCC will continue to be successful in securing corporate and foundation support with volunteer labor and in-kind donations filling in

the gap. MCC expects to continue to receive financial support from the cities of Concord and Walnut Creek.

6. **EXPERIENCE AND CAPACITY:** MCC has been providing a variety of valuable services to the community for sixteen years, having started as a food pantry.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** MCC exceeded their goal for clients served during the last program year and have already done so during the current program year. The program understands CDBG administrative requirements and has been timely with submitting quarterly reports.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Richmond Community Foundation (RCF)

**PROGRAM NAME/NUMBER:** Sparkpoint Contra Costa – Bay Point Community Center  
20-07-PS

**PROGRAM SERVICE AREA:** Bay Point

**PROGRAM OUTCOME:** Provide services to 160 Urban County residents to assist them in obtaining and maintaining employment, improve their careers.

**TOTAL PROGRAM COST:** **\$229,747**

**AMOUNT REQUESTED:** **\$15,000**

**AMOUNT RECOMMENDED:**

<b>FY 2020/21:</b>	<b>\$13,000</b>
<b>FY 2021/22:</b>	<b>\$13,000</b>

**RECEIVED IN FY 2019/20:** **\$12,000**

**PROGRAM DESCRIPTION:** The Bay Point Community Center (BPCC) is part of Sparkpoint Contra Costa and Eastbay WORKS America's Job Center of California. BPCC assists primarily Bay Point community residents in helping clients gain stable employment by providing access to career center resources, and employment opportunities through SparkPoint and Volunteer Income Tax Assistance (VITA) programs. The career center provides services and resources including the use of computers, access to telephones, copiers, fax machines, job postings, job application assistance, job interview skills assistance, access to the internet, resume development and cover letter assistance. Although the program serves mainly the Bay Point population, the career center is open to all East County residents.

The BPCC is a job readiness program that continues to hire, train, and mentor local residents at the career center to assist clients and work with them on one-on-one employment assistance, while continuing to seek better job opportunities to further their careers. Once a client becomes a participant in SparkPoint, they are enrolled in an Effort To Outcomes (ETO) program which assists in improving the client's income to self-sufficiency standards, increase credit scores, reduce debt to below 40 percent of income, and save to cover three months of expenses.

The program intends to assist at least 40 clients by either finding a job, improving their job status, filing 100 clients' tax returns, and connecting 20 clients to services at SparkPoint such as the Debtors Right Clinic.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** General Public Services. Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as substance abuse, hunger, housing stability, and other issues. [CD-1]
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Area Benefit [24 CFR 570.208(a)(1)]
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The program provides services for anyone in Contra Costa County, but primarily for low/moderate income adults as defined in 24 CFR 570.208(a)(2)(i) in the Bay Point area. Bay Point has the highest unemployment rate of 9.5 percent in East Contra Costa County. This program is working towards reducing the poverty rate of the area by assisting the population of Bay Point to gain stable employment and improve their careers. Approximately one-third of the clients the program serves are female heads of households. One of the main functions of the career center is tax preparation assistance, which according to the applicant, saves residents thousands of dollars in filing fees. All the services provided at the BPCC are free of charge to clients.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$13,000	160	\$81.25
Total Program Amount	\$229,747	160	\$1,436
CDBG % of Total Budget	5.6%		
Required Match – 50%	\$6,500		
Amount Secured	\$0		
Leverage*	\$16.67		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used to pay salaries for the Career Center Assistant. The majority of the programs funds are from the County while other sources includes the United Way of the Bay Area and the Keller Canyon Mitigation Fund. During the last funding cycle, Contra Costa County's Employee and Human Services

Department (EHSD) was BPCC's fiscal sponsor. Today, Richmond Community Foundation, a non-profit agency, has taken the lead role. The program remains the same as only the fiscal sponsor has changed.

6. **EXPERIENCE AND CAPACITY:** Although Richmond Community Foundation is BPCC's new fiscal sponsor, the program has been in operation since 2011 and has been a CDBG recipient in prior years. The BPCC has longtime staff in place that is well-trained and knowledgeable in providing assistance in employment and tax preparation.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** The program has received CDBG funding for several years. For FY 2018/19, BPCC served 189 persons in Bay Point, exceeding their goal of 160. Through the second quarter of the current fiscal year, BPCC is not on track to meet their current goal, serving only 28 out of the 160 person annual goal. Staff is very familiar with the CDBG program requirements and regulations.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Services projects are exempt from an environmental review.



**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** St. Vincent de Paul of Contra Costa County

**PROGRAM NAME/NUMBER:** RotaCare Pittsburg Free Medical Clinic  
20-08-PS

**PROGRAM SERVICE AREA:** County-wide (Primarily East County)

**PROGRAM OUTCOME:** Provide free urgent and chronic medical care to 386 uninsured clients.

**TOTAL PROGRAM COST:** \$243,367

**AMOUNT REQUESTED:** \$19,000

**AMOUNT RECOMMENDED:**

FY 2020/21:	\$15,000
FY 2020/21:	\$15,000

**RECEIVED IN FY 2019/20:** \$12,000

**PROGRAM DESCRIPTION:** St. Vincent de Paul's RotaCare Free Medical Clinic has been in operation since 2011 and provides free urgent and chronic medical care to the uninsured. The clinic is staffed by a part-time clinic administrator and clinic care coordinator, and all-volunteer medical professionals including physicians, nurses, social workers, and health educators. All services provided are free of charge including physician/nurse treatment, lab services, x-rays, MRIs, ultrasounds, diagnostics, and all prescribed pharmaceuticals. Translation support is also provided for all services.

The free clinic provides adults with urgent and chronic care, with diabetes and hypertension as the most common diagnosis treated. Sixty percent of the patients are women and 40 percent of the patients are men. Most of the patients are from Pittsburg, Bay Point, and other East County cities/neighborhoods. The clinic will serve 2,000 persons per year with 480 who are residents of the Urban County area.

All patients that come for services have appointments. When patients arrive to the clinic, they check in with the receptionist, are taken to another room for evaluation of the medical issues they are experiencing, a physician sees the patient, and then a discharge nurse follows-up with the patient before they leave if they have further questions about the diagnosis or treatment instructions. Patients are seen for about 15

minutes, depending on the physician or nature of the visit. Most of the clients come to the clinic by word of mouth. In addition to the medical exam rooms are auxiliary rooms for nurses to conduct follow-up visits for clients with diabetes and hypertension. There is almost a one for one medical professional to translator ratio with their volunteer staff. The clinic is open on Wednesdays from 4:00 pm to 7:00 pm and the second and fourth Saturdays of each month from 9:00 am to 11:00 am. The program is eligible, feasible, and timely.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** General Public Services. Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as substance abuse, hunger, housing stability, and other issues. [CD-1]
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low/Moderate Income Clientele [24 CFR 570.208(a)(2)(i)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The program provides services for anyone in Contra Costa County, but specifically for low and moderate-income clientele living in Pittsburg, Bay Point, Antioch, and other East County cities. Over 99 percent of their clients report incomes less than 200 percent of the Federal Poverty Level and over 90 percent of their clients are minorities. The RotaCare Free Clinic provides medical care, disease management, and health education to the uninsured, minority, and low-income residents of the County. These residents are either ineligible for medical care, lost coverage due to unemployment, experience barriers to enrollment, or do not find healthcare affordable by any other means. All patients are uninsured.

According to Kaiser Permanente's Implementation Strategy for Community Health Needs Assessment, the East Contra Costa area has significant health disparities versus the rest of the County, based on socio-economic issues. According to this report, the Hispanic/Latino population stands at high risk for poor health outcomes. According to John Muir Community Health Needs Assessment, the Eastern County cities of Bay Point, Pittsburg, Antioch, Oakley, Brentwood, and the far east parts of unincorporated Contra Costa County have populations at the highest risk for health disparities, including highest poverty rates, lowest levels of health insurance, and lowest rates of high school degree completion. Within these areas, Blacks and Latinos experience the lowest health outcomes. These are the populations that are primarily served by the RotaCare Free Medical Clinic.

This program provides a consistent resource for healthcare to a population in need, and provides Spanish-language services.

**5. FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$15,000	386	\$38.86
Total Program Amount	\$243,367	1,400	\$173.83
CDBG % of Total Budget	6%		
Required Match – 40%	\$6,000		
Amount Secured	\$0		
Leverage*	\$15.22		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used to pay the salaries, primarily for the Clinic Operations Manager and Clinic Care Coordinator. The program is also applying for CDBG funds from the City of Pittsburg. This program also receives funds from foundations, corporations, rotary clubs, St. Vincent de Paul Catholic Churches, and private individuals and appears to have the ability to raise the necessary funds to operate the program.

6. **EXPERIENCE AND CAPACITY:** The free clinic has been in operation since 2011 at St. Vincent de Paul's facility in the City of Pittsburg and the program has awarded CDBG funds for years. All of the medical staff that provide services to clients include retired physicians, private practitioners, and physicians from Kaiser. The nurses that volunteer in this program are ER nurses primarily from the County Health Services programs.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** In FY 2018/19, St. Vincent de Paul exceeded its contractual goals serving 478 clients, where 430 was their goal. As of the second quarter of this current fiscal year, St. Vincent de Paul has served 43 percent of their contractual goal. St. Vincent de Paul has consistently met its program goals and administrative requirements.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Services projects are exempt from an environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Choice in Aging  
(formerly Rehabilitation Services of Northern California)

**PROGRAM NAME/NUMBER:** Mt. Diablo Center Adult Day Health Care  
20-09-PS

**PROGRAM SERVICE AREA:** Central County

**PROGRAM OUTCOME:** Provide health and social services, including physical and cognitive exercise, to 24 Urban County elderly persons, allowing respite for their caregivers.

**TOTAL PROGRAM COST:** \$215,780

**AMOUNT REQUESTED:** \$9,300

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$9,300</b>
<b>FY 2021/22:</b>	<b>\$9,300</b>

**RECEIVED IN FY 2019/20:** N/A

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:**

Choice in Aging (CiA) is a 501(c)(3) nonprofit dedicated to providing health and social services to elderly residents of Contra Costa County, with a focus on promoting self-sufficiency of people with disabilities and special needs. As an operator of two adult day health care centers (Pleasant Hill and Antioch), CiA helps to facilitate aging in place among one of the most vulnerable populations. By looking after the elderly, CiA offers respite to caregivers during the day. CiA's facilities provide services Monday through Friday from 9:30am – 3:00pm. CiA provides a number of programs for their clients, including the Multipurpose Senior Services Program (MSSP) to help keep frail seniors safely at home, and most recently, the Young at Heart Intergenerational Program that engages the seniors and children from CiA's Montessori preschool. CiA is also working with an affordable housing provider to construct their "Aging in Place Campus" at their Pleasant Hill site, in an effort to better utilize campus space, increase capacity, and provide affordable housing to seniors.

CiA is requesting CDBG funds for their Adult Day Health program, located at the Mt. Diablo Center, their Pleasant Hill facility. Founded in 1970s, this is the agency's general

day program. It provides care service to the elderly, allowing clients to remain independent while socializing with others. It also provides respite to caregivers. The program focuses on having participants maintain optimal levels of cognitive and physical health.

Acceptance into the Adult Day Health program begins with a thorough vetting of the person that requires specialized care. Typically, a CiA social worker will facilitate a tour of the facility, collect the participant's medical information to provide the best clinical care, and visit with them at their home for psycho-social/physical assessment. If the participant's needs are deemed a good fit for the program, nurses, therapists, and other staff conduct a 2-day assessment, at the center, in an effort to produce a Plan of Care. This plan will help CiA to provide optimal service to the client. If they are not deemed a good fit, CiA will attempt to find an alternative program or service. Clients of the program are reassessed throughout each year to ensure that they are on the correct path.

CiA is the only provider in the county of this level of comprehensive support services for the elderly. Staffing mirrors a skilled nursing facility, which is key to many of the health goals. Yet, the programming/activities are more in line with that of a senior center. They include live music, horticulture, cooking demonstrations, etc. This unique combination of services saw CiA named as the 2019 Nonprofit of the Year for the 14<sup>th</sup> Assembly District. CiA provides services to about 180 unique clients in any given year, and is typically at or near capacity. The proposed program is eligible, feasible, cost effective and timely. The program has received CDBG funds for several years.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers [CD-2].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/Seniors [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The program will serve frail, mostly disabled, seniors with special needs. The average age of CiA clients is 82, and the majority are below the poverty level. Do to the special needs of the population, the agency has a number of specialized staff, including social workers, a dietitian and therapists. Participants are also afforded independence and social interaction that they would not otherwise experience. Furthermore, the respite care can delay long-term care placement by approximately a year and reduce stress to caregivers. These services also reduce the financial toll for families.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$9,300	24	\$387
Total Program Amount	\$1,306,998	83	\$15,747
CDBG % of Total Budget	0.71%		
Required Match – 10%	\$930		
Amount Secured	\$0		
Leverage*	\$139.54		
*Does not include other CDBG funds from other jurisdictions.			

The majority of the program is funded by the state's Medi-Cal program (73%). The applicant is solely requesting gap funding for an ongoing program in which the costs associated with providing full service are not completely recovered. CDBG funds would be less than 1% of the total budget.

6. **EXPERIENCE AND CAPACITY:** The organization has been providing services to the target population in the community since 1949. The Mt. Diablo Adult Day Health Care program has been operating for over 40 years, as a response to the need for an alternative solution to institutionalization. Staffing of the program includes program coordinators and health professionals. The executive director has been with the program since 2002 and was recently appointed to the state's Master Plan for Aging Stakeholder Advisory Committee. The committee is comprised of 30 leaders and is tasked with helping California to become an age-friendly state.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** If approved, this will be the first year that Choice in Aging receives CDBG funds. However, they have successfully operated their adult day health care program for over 40 years.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from an environmental review.

**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Contra Costa Crisis Center

**PROGRAM NAME/NUMBER:** Crisis/211 Contra Costa  
20-10-PS

**PROGRAM SERVICE AREA:** County-wide

**PROGRAM OUTCOME:** Provide crisis intervention service and information and referrals to 8,200 Urban County residents including homeless persons, abused children, seniors, battered spouses, persons with HIV/AIDS, and the disabled.

**TOTAL PROGRAM COST:** **\$1,408,655**

**AMOUNT REQUESTED:** **\$18,000**

**AMOUNT RECOMMENDED:**

<b>FY 2020/21:</b>	<b>\$18,000</b>
<b>FY 2021/22:</b>	<b>\$18,000</b>

**RECEIVED IN FY 2019/20:** **\$18,000**

**PROGRAM DESCRIPTION:** Through 211 Contra Costa, the Contra Costa Crisis Center manages and maintains a database of local health and social services programs. Full-time staff and trained volunteers provide immediate crisis support service as well as information and referrals, 24 hours-a-day, to emergency shelters, emergency food programs, job training, health care and other services.

211 is a national, toll-free three-digit number that can be called 24 hours-a-day for information about local health and social services. It enables people to access resources in their community quickly and easily, allowing residents in need a single point of entry for a variety of resources. The Crisis Center is the only authorized 211-provider for Contra Costa County and meets all of the 211 criteria set by the state Public Utilities Commission and includes: (1) must operate 24 hours per day, (2) offer multilingual access and access for the hearing impaired, (3) manage and maintain a comprehensive, up-to-date database of health and social services, (4) coordinate with local and state disaster responders, and (5) have a local presence and support from local stakeholders.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** General Public Services [CD-1]. Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as substance abuse, hunger, housing stability, and other issues.
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/Homeless [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The program provides services for anyone in Contra Costa County, but specifically for presumed beneficiaries as defined in 24 CFR 570.208(a)(2)(i)(A) for the purposes of this application. A 24-hour homeless hotline was identified as one of the highest priorities for homeless people by the 1996 Contra Costa County Task Force on Homelessness. The Crisis Center began operating the County's hotline in 1996 in collaboration with the Health Services Department. The 211 line was activated in the County in 2007 and the hotline became part of that program. The Crisis Center answered 8,622 calls from Urban County residents in FY 2018/19. According to the Crisis Center, their local call volume remains high.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$18,000	8,200	\$2.20
Total Program Amount	\$1,408,655	13,000	\$108.36
CDBG % of Total Budget	1%		
Required Match – 50%	\$9,000		
Amount Secured	\$0		
Leverage*	\$77.25		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used to pay salaries for the Crisis/211 Call Specialists. The applicant has also applied for CDBG funds from Antioch, Concord, Pittsburg, and Walnut Creek. Based on funding history, the Crisis Center has the ability to raise the necessary funds to operate the program.



6. **EXPERIENCE AND CAPACITY:** Contra Costa Crisis Center has been in operation since 1963 and in 1996 began operating the County's homeless hotline in collaboration with the Health Services Department. They provide a wide variety of services including crisis lines, grief counseling, homeless services, youth violence prevention and responsibility for the County Online Resource Database (CORD). 211 Contra Costa, a national toll-free number, began operation in the County in 2007 and is well organized and well-funded. The agency has longtime staff in place who are well-trained and knowledgeable. Their Executive Director has extensive background in the operations of non-profit organizations.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** The Crisis Center has received County CDBG funds for several years. They have consistently exceeded their annual goals and all required reports have been submitted in a timely manner. The Crisis Center uses nationally recognized best practices and asks their clients in surveys and follow-up calls how they may improve their work to better serve their clients accordingly.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Services projects are exempt from an environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

<b>APPLICANT:</b>	Contra Costa Family Justice Alliance
<b>PROGRAM NAME/NUMBER:</b>	Family Justice Navigation Program (West County) 20-11-PS
<b>PROGRAM SERVICE AREA:</b>	West County
<b>PROJECT OUTCOME:</b>	Operate the West County Family Justice Center (FJC) to provide one-stop services to over 400 victims of domestic violence, sexual assault, child abuse, elder abuse and human trafficking.
<b>TOTAL PROJECT COST:</b>	<b>\$832,939</b>
<b>AMOUNT REQUESTED:</b>	<b>\$50,000</b>
<b>AMOUNT RECOMMENDED</b>	
FY 2020/21:	<b>\$32,000</b>
FY 2021/22:	<b>\$32,000</b>
<b>RECEIVED IN FY 2019/20:</b>	<b>\$32,000</b>
<b>CONDITIONS OF APPROVAL:</b>	None

**PROJECT ANALYSIS:**

The Contra Costa Family Justice Alliance (FJA) is a 501(3)(c) nonprofit dedicated to providing navigation services to victims of domestic violence, sexual assault, child abuse, elder abuse and human trafficking. They offer a single, trusted point of contact where victims, usually of interpersonal violence, work with trained Navigators who guide them through the process of accessing service providers. Navigators are able to identify and evaluate the situation through a comprehensive safety and needs assessment. Both short- and long-term solutions are enacted and victims are connected with health and mental services.

The West Contra Costa County Family Justice Center (FJC) in Richmond is one of three sites where FJA continues to serve the local and extended community. The agency had previously operated at a temporary site in Richmond beginning in 2011. However, they gained nonprofit status and opened their permanent Richmond site in 2015. This site serves victims throughout West County and host many other agencies in-house, including law enforcement, counseling, legal service, employment, and housing/emergency shelter.

According to the FJA, in Contra Costa County, nearly 10,000 child abuse cases and over 2,000 elder abuse cases are reported annually. In addition, there are over 3,000 domestic violence related arrests per year. Medical studies link long-term effects of family violence and abuse to several serious health problems, including diabetes, obesity, substance

abuse, eating disorders, post-traumatic stress, and other psychological issues. Unfortunately, the long-lasting health problems associated with family violence often go untreated. The likelihood of developing a psychological health problem is exacerbated for children, as exposure to violence reshapes the human brain, increasing antisocial behavior, substance abuse, mental illness, and adverse health outcomes in adulthood.

When survivors of interpersonal violence seek help, they often do not know where to begin their search, and are easily discouraged by a fractured social services system. They may have to travel to multiple locations and tell their stories repeatedly before they find the right type of assistance. According to the FJA, national statistics show that victims may have to access as many as 32 different agencies for assistance. These hurdles can be very daunting and cause many people to simply stop seeking help. The FJA removes this barrier by bringing public and private partners together, under one roof, to provide comprehensive wrap-around services. The FJA is a unique and effective public-private partnership with integrated services and extensive community connections. Victims are able to get the help that they need, in a single location. The proposed program is eligible, feasible, and timely.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers [CD-2].
2. **CDBG ELIGIBLE ACTIVITY:** Public Service [24 CFR 570.201(e)].
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population benefiting from this project are victims and survivors of domestic violence, sexual assault, child abuse, elder abuse and human trafficking.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$32,000	300	\$133
Total Program Amount	\$832,939	1,900	\$438
CDBG % of Total Budget	6%		
Required Match – 50%	\$16,000		
Amount Secured	\$200,000		
Leverage*	\$25.03		
*Does not include other CDBG funds from other jurisdictions.			

6. **EXPERIENCE AND CAPACITY:** The Contra Costa Family Justice Alliance has operated the FJC since 2011 and has been a recipient of CDBG funds for the last five years. Additionally, the FJC Executive Director has been the recipient of CDBG funds when she was employed with another organization. Consequently, FJC staff are familiar with the County's administrative requirements. FJA is also expanding services, having recently opened their East Family Justice Center in Antioch and applying for Antioch CDBG funds.
7. **PROJECT READINESS AND TIMELINESS:** This is an existing program and staff are in place to continue providing these critical services to victims and survivors of domestic violence, sexual assault, child abuse, elder abuse and human trafficking.
8. **PAST PERFORMANCE:** Contra Costa Family Justice Alliance first received CDBG funding in FY 2015/16, and far exceeded their goals. This year, they are on pace to do the same, having already served 95% of their annual goal. Staff is very familiar with the CDBG program requirements and regulations.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Contra Costa Senior Legal Services

**PROGRAM NAME/NUMBER:** Legal Services for Needy Seniors  
20-12-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide free legal advice to 200 Urban County seniors, resulting in the retention of housing, protection from physical and financial abuse, and the provision of consumer and individual rights.

**TOTAL PROGRAM COST:** **\$560,500** (\$220,000 In-Kind Services Provided)

**AMOUNT REQUESTED:** **\$15,000**

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$15,000</b>
<b>FY 2021/22:</b>	<b>\$15,000</b>

**RECEIVED IN FY 2019/20:** **\$12,000**

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** Contra Costa Senior Legal Services (CCSLs) proposes to provide Urban County seniors with access to free legal services related to consumer law, housing, public benefits, income maintenance, planning for incapacity, estate planning and elder abuse. The program also provides legal education services. The services are provided by a paralegal, pro bono, emeritus and/or staff attorney depending on the clients need. Services are offered at the agency's office in Concord, or by appointment at various senior centers throughout the Urban County. Senior access to legal services is often limited due to failure to recognize the legal dimension of a problem, restricted mobility, impaired mental functioning and the prohibitive cost of the services. Legal services will be provided to 200 very low and low-income Urban County seniors. In addition, presentations regarding planning for the future and prevention of potential legal problems will be provided throughout the year. Outreach is done at senior centers, churches and community groups.

The proposed program is eligible, feasible, and timely. The program has received CDBG funds for the past several years and has been successful in meeting contract goals and reporting requirements in a timely manner. Requested funding will be allocated to staff salaries.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers [CD-2].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/ Seniors [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The targeted population is lower income seniors. According to U.S. Census data, the County's 65 and older population increased by 21 percent from 107,000 to 130,000 between 2000 and 2010. Many seniors live on fixed incomes and access to legal services by lower income seniors through private attorneys is very limited if not precluded, by the high cost of private attorneys in the County who typically charge \$250 per hour for their services. Studies show that the elderly are the most likely group to victimized by unscrupulous persons, including family members. Seniors are also frequently unable to get legal protection due to their limited resources, impaired mental functioning, physical disability, limited English proficiency, and embarrassment. CCSLS is the only non-profit in Contra Costa County that exclusively serves this vulnerable population with legal services.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$15,000	200	\$75
Total Program Amount	\$560,500	1000	\$560.50
CDBG % of Total Budget	2.6%		
Required Match – 50%	\$7,500		
Amount Secured	\$220,000		
Leverage*	\$36.36		
*Does not include other CDBG funds from other jurisdictions.			

The majority of the program's cash budget is from the Area Agency on Aging and the State Bar of California. In-kind services are provided by volunteer attorneys. Based on the agency's history, the funds and volunteers needed to carry out the program will be secured.

6. **EXPERIENCE AND CAPACITY:** Senior Legal Services has provided services to the target population for over 40 years. The program is staffed by a directing attorney,

paralegal/pro bono coordinator, and various pro bono attorneys, paralegals, and aids and intake workers.

7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** CCSLS has received CDBG funds for several years and has been successful in meeting contract goals and reporting requirements in an efficient and timely manner. Last year, CCSLS exceeded their goal for clients served, and has exceeded its goal for this year.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Court Appointed Special Advocates (CASA)

**PROGRAM NAME/NUMBER:** Children at Risk  
20-13-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide advocacy, mentoring, and representation services to 70 Urban County abused and neglected children who are wards of the County's Juvenile Dependency Court as a way to improve access to health and social services, and a safe and permanent living situation.

**TOTAL PROGRAM COST:** \$1,019,750

**AMOUNT REQUESTED:** \$18,000

**AMOUNT RECOMMENDED:**

<b>FY 2020/21:</b>	<b>\$18,000</b>
<b>FY 2021/22:</b>	<b>\$18,000</b>

**RECEIVED IN FY 2019/20:** \$18,000

**PROGRAM ANALYSIS:** Court Appointed Special Advocates (CASA) provides advocacy, mentoring, and representation services to abused and neglected children who are wards of the County Juvenile Dependency Court to improve access to social services, health care, and a safe permanent living situation. CASA serves children and youth from ages 2 to 24 years old. Forty-four percent of the youth they serve are between 16 and 20 years old, and 37 percent are younger than 16 years old.

CASA provides case assessment, counseling, mentoring and volunteer court representation to 201 abused or neglected children from Contra Costa County, with 72 being from the Urban County. Services include matching a trained volunteer child advocate with the minor. The volunteer researches the child's case by interviewing



social workers, teachers, counselors, and parents/foster parents. The volunteer also attends administrative and civil hearings that affect the rights and welfare of the child.

CASA attempts to carefully match the personality, socio-economic, and cultural background of the child with a specially trained volunteer child advocate who will stay with that child until his or her case is officially vacated by the Courts. The specialized training, community outreach, and Court representation of low-income and minority children are critical elements of the proposed program. Volunteer child advocates consult with program staff and Court personnel prior to making recommendations for the disposition of the case based on the child's best interest in context with their total circumstances.

Clients are referred to the program from the Department of Social Services, and Juvenile Court and Probation Departments through a formal agreement. CASA recruits their volunteers through newspaper ads, PSA's, social media, and presentations to various service clubs and community organizations.

The program is eligible, feasible, and timely. CASA has been providing youth advocacy services to abused youth of Urban County families for 39 years since 1981. CASA has been funded by the CDBG program in the past and has met or exceeded contract goals in a timely and cost-effective manner.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Non-homeless Special Needs Population [CD-2]. Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers.
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/Abused/Neglect Youth [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** According to CASA, Contra Costa County has a high number of children and youth in the foster care system. According to the Contra Costa County Children and Family Services, as of September 29, 2016, there were 1,225 children and youth in the dependency court system (foster care). These children are currently dependents of the Juvenile Court system, after being removed from their parent's home due to abuse and/or neglect.

According to a 2015 Child Trends Data Bank report, children in foster care are more likely than other children to exhibit high levels of emotional problems. According to a 2014 National Health Statistics report of youth aging out of foster care, “38 percent had emotional problems, 50 percent had used illegal drugs, and 25 percent were involved with the legal system... Only 48 percent of foster youth who had ‘aged out’ of the system had graduated from high school.” According to CASA, research shows that children in foster care with CASA advocates have much better outcomes, are able to find safe permanent homes, spend less time in foster care, and are less likely to be bounced from home to home.

CASA has reported that in the last fiscal year, their transitional age youth (ages 16 to 21) had exceptionally good outcomes. One hundred percent of CASA’s transitional age youth were in school or earned a high school degree or GED, 70 percent of CASA’s youth who earned a high school degree or GED were enrolled in college or post-secondary education. In addition, 100 percent of CASA’s transitional age youth were housed.

The purpose of this program is to provide child advocacy services in order to help prevent child abuse and to guide them through burdensome legal and foster care systems. CASA provides representation at no charge to dependents of the Court between the ages of 2 to 24 years old.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$18,000	70	\$257
Total Program Amount	\$1,019,750	200	\$5,099
CDBG % of Total Budget	2%		
Required Match – 50%	\$9,000		
Amount Secured	\$0		
Leverage*	\$55.65		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used for staff salaries for the Executive Director, Project/Program Manager, and Case Coordinator. Other funds will be secured from various corporations and foundations, including a grant from the Judicial Council. The applicant has also applied for CDBG funds from Antioch, Concord, Pittsburg, and Walnut Creek. CASA also raises a significant amount of funding from private

donations. Based on funding history, it is expected CASA will secure the remaining funds to carry out the program.

6. **EXPERIENCE AND CAPACITY:** CASA is an established program with over a thirty-five-year history in providing services to abused and neglected children who are wards of the County Juvenile Dependency Court. The program has been receiving CDBG fund for over 10 years and has already exceeded program goals. CASA works in collaboration with the Juvenile Court, the Employment and Human Services Department, and the Department of Probation in providing child advocacy and mentoring services. With over 15 years of experience working with children's welfare, the Executive Director will have primary oversight of the program. Training volunteer child advocates consists of 45 hours of initial classroom training, 12 hours of continuing education each year, as well as monthly meetings with a Team Leader, and twice a year meeting with CASA staff and a review board of child welfare professionals. Volunteers are expected to work with the child assigned to them until the courts officially vacate the child's case.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** The program has received CDBG funding for several years. For FY 2018/19, CASA served 72 children from the Urban County, exceeding their goal of 40. Through the second quarter of the current fiscal year, CASA has already exceeded their annual goal of 40 by serving 76 children in the Urban County area and 187 children in all jurisdictions. CASA has been timely in meeting reporting requirements.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** City of Lafayette

**PROGRAM NAME/NUMBER:** Lamorinda Spirit Van Senior Transportation Program  
20-14-PS

**PROGRAM SERVICE AREA:** Cities of Lafayette, Moraga, and Orinda

**PROGRAM OUTCOME:** Provide low-cost transportation services to seniors living in Lafayette, Moraga, and Orinda. Transportation services will be provided to 160 seniors, allowing them to get to medical and other personal appointments, go grocery and sundry shopping, and attend exercise and other classes.

**TOTAL PROGRAM COST:** \$183,436

**AMOUNT REQUESTED:** \$10,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$10,000</b>
<b>FY 2021/22:</b>	<b>\$10,000</b>

**RECEIVED IN FY 2019/20:** \$10,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** The City of Lafayette (Lamorinda Spirit) will provide low-cost transportation to seniors living in the Lamorinda area (Lafayette, Moraga, and Orinda). The program will provide seniors with rides to medical/personal appointments, grocery/sundry shopping locations, exercise/enrichment classes, lunch at the Congregate Cafe at the Walnut Creek Senior Center and other social outings. Lamorinda Spirit destinations include sites located in Lafayette, Moraga, Orinda, Concord, Martinez and Pleasant Hill. Seniors that utilize these services may have mobility issues, or no other way of getting to these locations otherwise.

The purpose of the program is to ensure seniors have adequate opportunities to socialize and take care of their necessities, while having reliable, safe, and accessible transportation. This transportation service also allows some seniors to age independently, in the privacy of their home, as long as possible, instead of becoming institutionalized. According to the applicant, the people who use Lamorinda Spirit are primarily in their 80's and 90's, and most have age-based disabilities. The program helps older adults accomplish essential activities of daily living, socializing, getting out of the house, and staying active in the community – all of which contribute to a higher

quality of life. This reduces isolation and loneliness, factors that have been found to lead to illness and early death. The proposed program is eligible, feasible, and timely.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers [CD-2].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/Seniors [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population is lower income seniors, many of who are in their 80's and 90's. According to the City of Lafayette, the total population of the three cities (Lafayette, Moraga, and Orinda) is approximately 58,100 with approximately 9,300 seniors age 65 years or older. In Contra Costa County, there are approximately 12,000 households, age 65 and up that don't have access to a private vehicle and therefore are in need of safe, reliable, convenient and accessible transportation to meet their basic needs (going to medical appointments, shopping, socializing, etc.).
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$10,000	160	\$62.50
Total Program Amount	\$183,436	160	\$1,146.47
CDBG % of Total Budget	5%		
Required Match – 50%	\$5,000		
Amount Secured	\$78,936		
Leverage*	\$17.34		
*Does not include other CDBG funds from other jurisdictions.			

The majority of the program's cash budget is from a Federal grant through the Department of Transportation and MTC. The city of Lafayette contributes \$40,000 towards the project. Most of the drivers are volunteers.

6. **EXPERIENCE AND CAPACITY:** This program has been operating for many years and the Program Coordinator has been with them for over ten years.

7. **PROGRAM READINESS AND TIMELINESS:** This is an existing program with staff already in place, prepared to serve seniors in Lamorinda.
8. **PAST PERFORMANCE:** The Lamorinda Spirit Van Senior Transportation Program was just shy of their goal last year, but is on track to meet its annual program goal this year. All administrative requirements have been met over the past few years and the program is highly respected in the community, receiving positive reviews from its clients.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Lions Center for the Visually Impaired

**PROGRAM NAME/NUMBER:** Independent Living Skills for Blind and Visually Impaired Adults  
20-15-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide in-home independent living skills instruction and training to 42 visually impaired adults throughout the Urban County so they will maintain their independence and avoid institutionalization.

**TOTAL PROGRAM COST:** \$292,630

**AMOUNT REQUESTED:** \$15,000

**AMOUNT RECOMMENDED:**

<b>FY 2020/21:</b>	<b>\$10,000</b>
<b>FY 2021/22:</b>	<b>\$10,000</b>

**RECEIVED IN FY 2019/20:** \$10,000

**PROGRAM ANALYSIS:** The Lions Center for the Visually Impaired (LCVI) proposes to provide needs assessment and supportive services in order to maintain client independence for adults with visual impairments. LCVI provides in-home living skills instruction and training to avoid institutionalization of clients so that they may continue living independently at home.

Services to be provided by the program include one-on-one in-home needs assessment, adaptive daily living instruction including personal grooming and housekeeping, counseling, financial management assistance, demonstration and training in the use of optical and adaptive aids, orientation and mobility training, information and referral services, group activities and classes, support groups, and case management. Assistance will result in maintaining or regaining individual independence, and thus avoiding nursing home. Most of the Contra Costa residents served in the past year were elderly, low income and had severe visual impairments.

The program is eligible, feasible, and timely. LCVI has played a key role in the county since 1954 and is certified by the California Department of Rehabilitation. LCVI has been providing independent living skills instruction to low-income persons with

assistance from the CDBG program since 1992 and has met contract goals in a timely and cost-effective manner.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Non-homeless Special Needs Population [CD-2]. Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers.
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/ Disabled persons [24 CFR 570.208(a)(2)(i)(A)]
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population is blind and visually impaired adults. Based on statistics from the American Institute for the Blind, it is estimated at least 18,000 adults in the County are living with significant visual impairment. California's Department of Rehabilitation estimates that there will be a 200 percent increase in adults 65 and older by the year 2020. It is expected that there will be a dramatic increase in the number of adults with visual impairment in the next five to ten years as the population ages. LCVI indicates there are pockets of underserved seniors, including those in West County and the African-American community, where they would like to increase their outreach efforts. LCVI proposes to address the needs of this population in order to avoid institutionalization and assist adults in remaining independent and living at home by providing independent living skills instruction to visually impaired adults.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$10,000	42	\$238
Total Program Amount	\$292,630	159	\$1,840
CDBG % of Total Budget	5%		
Required Match – 50%	\$5,000		
Amount Secured	\$0		
Leverage*	\$28.26		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used for staff salaries. The majority of the program's funding comes from a California Title VII grant and several corporate and foundation



sponsors. LCVI's funding history suggests that it will have no difficulty in securing the needed funds.

6. **EXPERIENCE AND CAPACITY:** LCVI has been providing independent living skills to disabled persons through the CDBG program since 1992. The Executive Director oversees and supervises the program. The program utilizes an Orientation and Mobility Specialist, with highly specialized skills and training in working with the visually impaired. Additionally, LCVI employs Early Detection Manager who is responsible for the implementation, coordination, delivery, and reporting on Early Detection Program Services. The program also includes a Client Services Assistant who provides client services by phone at least once a quarter and act as an advocate and liaison for the client.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** In FY 2018/19 LCVI provided independent living instruction to 77 Urban County residents, exceeding their contractual goal. Through the second quarter of 2019/20 LCVI has served 19 residents, which puts them at 68% of their contractual goal. Program requirements have been met in an efficient and timely manner.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Meals on Wheels Diablo Region  
(Formerly Meals on Wheels and Senior Outreach Services)

**PROGRAM NAME/NUMBER:** Care Management  
20-16-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide care management services to 300 Urban County seniors resulting in the resolution of issues affecting health and wellness, quality of life, and ability to live independently.

**TOTAL PROGRAM COST:** **\$493,226**

**AMOUNT REQUESTED:** **\$18,000**

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$15,000</b>
<b>FY 2021/22:</b>	<b>\$15,000</b>

**RECEIVED IN FY 2019/20:** **\$15,000**

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:**

Meals on Wheels Diablo Region (MOWDR) is the Contra Costa County arm of the national Meals on Wheels America, a 501(C)(3) nonprofit dedicated to confronting senior isolation and hunger. MOWDR has been addressing the full range of needs of Contra Costa County seniors for the last 50 years. These support services include nutrition, care management, social interaction/companionship, and fall prevention. In order to measure outcomes, MOWDR uses a coordinated care service approach, in which they assess a client's current situation and then connect them with the proper support service, whether that be in-house or external. Their goal is to empower older adults to live independently and with dignity in their homes for as long as possible.

MOWDR proposes to provide the Care Management program to 300 seniors from the Urban County. Care Management services include, needs assessment, development of a care management plan, consultation with family and other providers, information and referral services (as needed), crisis intervention, home visits (as needed), foreclosure prevention assistance, financial planning/aid, legal assistance, elder abuse prevention, etc. Care Management staff will assist clients in the implementation of a care plan and follow them through its execution. Additionally, MOW will coordinate with other service providers, establishing agreements in order to improve the coordination and delivery of

services and to develop and implement systems consistent with providing integrated and well-coordinated home care services. According to MOWDR, 60%-70% of health outcomes are due to social determinants, which the Care Management program targets directly. The need for care management services is also becoming greater, as the number of older adults continues increase each year.

The program is eligible, feasible and timely. Requested funding will be allocated to staff salary.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers [CD-2].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/ Seniors [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population served by the program are seniors. According to the 2017 U.S. Census Bureau, seniors represent about 20% of the Contra Costa County population. Moreover, adults, age 75 or over, represent the fastest growing segment of the population. The need for integrative services continues to increase with the increase of the population. Early identification and intervention is crucial to maintaining the health and independence of seniors choosing to live at home as they age. This program augments and enhances the existing services at senior centers, and provides critical assessment and intervention for seniors and their caregivers. MOWDR intends to reach its target population through an existing network of contacts that includes other county agencies and local organizations.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$15,000	300	\$60
Total Program Amount	\$493,226	750	\$658
CDBG % of Total Budget	3%		
Required Match – 50%	\$7,500		
Amount Secured	\$60,000		
Leverage*	\$31.88		
*Does not include other CDBG funds from other jurisdictions.			

Approximately 11 percent of the program's proposed budget is expected from CDBG funds (County and other jurisdictions). The remaining budget consists of fundraising and corporations/foundations. The agency has committed to meeting the budgetary needs of the program from their fundraising efforts.

6. **EXPERIENCE AND CAPACITY:** MOWDR has been providing comprehensive services to seniors, often severely disabled, ill, and homebound populations, for over 50 years. The program would have direct supervision from the Care Mentor Program Manager with oversight from the Executive Director. MOWDR has met CDBG reporting requirements in a timely manner.
7. **PROGRAM READINESS AND TIMELINESS:** The proposed program is ongoing and fully staffed.
8. **PAST PERFORMANCE:** During the last program year, MOWDR exceeded their yearly goal of seniors served. During the current program year, MOWSOS is on pace to exceed their program goal once again.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Meals on Wheels Diablo Region

**PROGRAM NAME/NUMBER:** Meals on Wheels (MOW)  
20-17-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Deliver hot and nutritious meals to 300 frail, homebound, Urban County seniors, resulting in maintained and/or improved health and welfare, and aging in place.

**TOTAL PROGRAM COST:** **\$1,018,798**

**AMOUNT REQUESTED:** **\$20,000**

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$15,000</b>
<b>FY 2021/22:</b>	<b>\$15,000</b>

**RECEIVED IN FY 2019/20:** **N/A (Senior Nutrition program received \$15,000)**

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:**

Meals on Wheels Diablo Region (MOWDR) is the Contra Costa County arm of the national Meals on Wheels America, a 501(C)(3) nonprofit dedicated to confronting senior isolation and hunger. MOWDR has been addressing the full range of needs of Contra Costa County seniors for the last 50 years. These support services include nutrition, care management, social interaction/companionship, and fall prevention. In order to measure outcomes, MOWDR uses a coordinated care service approach, in which they assess a client's current situation and then connect them with the proper support service, whether that be in-house or external. Their goal is to empower older adults to live independently and with dignity in their homes for as long as possible.

MOWDR proposes to provide meal delivery services to 300 Urban County seniors through its namesake program, Meals on Wheels (MOW). MOW is MOWDR's most renowned program, providing hot and nutrition meals to homebound seniors who are unable to prepare food for themselves, and who are without caregivers. In doing so, MOWDR is able to impact clients' day-to-day health. A registered dietitian constructs each daily menu, ensuring that the selection is healthy and meets 1/3 of clients' daily dietary needs. Reduced sodium meals are also an option for those that require lower salt intake, such as diabetics. Meals are provided 5 days a week, with weekend meals

being delivered on Friday. Currently, the program delivers meals to over 1,000 seniors each week. Unfortunately, there are typically waitlists for some meal delivery routes due to demand. Alternatively, MOW also has “frozen” routes in underserved areas, where a week’s supply of frozen and microwaveable food (among other items) is delivered on a single day.

For many recipients, these daily meals are the only meal of the day. Malnutrition can be very detrimental to health and wellbeing. According to MOWDR, 1 in 3 senior admitted to the hospital each year is malnourished at the time of entry. Through the MOW program, seniors are able to lead healthier lives. The program is also a reason that many clients are able to remain in their home, as opposed to institutionalization. Aging in place also provides a huge health impact, allowing clients to keep their independence.

Another health related aspect of the program is the prevention of isolationism, achieved through visits by volunteers and outreach workers. Each visit by the former is the opportunity to conduct a wellness check. While each visit by the latter is part of ongoing client monitoring. According to MOWDR, research shows that this kind of support can lead to fewer hospital visits, longer life expectancy, and improved quality of life. While these visits are a great tool to gain a better understanding of how a client is fairing, there is also a social aspect. These clients often do not have the opportunity to interact with very many people. Ensuring daily social contact and detecting changes in behavior, health, and/or demeanor is critical for this population of people. This program is eligible, feasible and timely.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers [CD-2].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/ Seniors [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population served by the program are seniors. According to the 2017 U.S. Census Bureau, seniors represent about 20% of the Contra Costa County population. Moreover, adults, age 75 or over, represent the fastest growing segment of the population. The availability and delivery of nutritious meals is crucial to maintaining the health and independence of seniors choosing to live at home as they age. This program promotes aging in place, while preventing institutionalization.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$15,000	300	\$67
Total Program Amount	\$1,018,798	1,100	\$926
CDBG % of Total Budget	1.5%		
Required Match – 50%	\$7,500		
Amount Secured	\$0		
Leverage*	\$66.92		
*Does not include other CDBG funds from other jurisdictions.			

The majority of the program budget comes from the County Health Services Department and individual donors. The funding has been in place for multiple years and is expected to continue. Other funding for the program is provided by Antioch, Concord, and Walnut Creek CDBG funds.

6. **EXPERIENCE AND CAPACITY:** Meals on Wheels has been providing meals to homebound seniors for the past 50 years. The program coordinates staff and over 500 volunteers for the operation. There is a great deal of logistics involved, which staff continues to manage well. Additionally, staff is familiar with CDBG requirements, as the program currently receives funds from three other jurisdiction.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** If funded, this will be the first year that the Meals on Wheels program has received County CDBG funds. The program currently receives funding from 3 other CDBG jurisdictions and continues to exceed their goals. The County currently funds another MOWDR program that is currently exceeding its goals.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from an environmental review.

**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Ombudsman Services of Contra Costa

**PROGRAM NAME/NUMBER:** Ombudsman Services of Contra Costa  
20-18-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide advocacy services to 300 Urban County elders residing in long term care facilities, insuring that these elderly residents receive proper health care and necessary daily living support.

**TOTAL PROGRAM COST:** \$1,954,217

**AMOUNT REQUESTED:** \$12,000

**AMOUNT RECOMMENDED:**

<b>FY 2020/21:</b>	<b>\$12,000</b>
<b>FY 2021/22:</b>	<b>\$12,000</b>

**RECEIVED IN FY 2019/20** \$10,000

**PROGRAM ANALYSIS:** Ombudsman Services of Contra Costa (OSCC) will provide advocacy services on behalf of frail and dependent seniors. Services include investigation and resolution of elder abuse and quality of care issues as well as staff and family education and training. Trained volunteer Ombudsmen regularly visit nursing homes and residential care facilities but unannounced thereby maintaining a presence in order to safeguard the rights of residents. Ombudsman services will investigate and resolve complaints from 300 frail or dependent Urban County elders.

Nursing homes located in the Urban County are visited once per week, providing frail and dependent elders an opportunity to discuss any complaints with the volunteer Ombudsman. Residential care facilities are visited on a quarterly basis, unless a situation occurs that requires monitoring more often. Priority is given to cases of suspected abuse.

The program is eligible, feasible, and timely. The program has received CDBG funds for the past several years and has been successful in meeting goals and submitting reporting requirements in a timely manner.



## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Non-homeless Special Needs Population [CD-2]. Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers.
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed beneficiary/Seniors [24 CFR 570.208(a)(2)(i)(A)]
4. **TARGET POPULATION AND DEMONSTRATED NEED:** According to OSCC, the U.S. Census Bureau predicts a dramatic increase in the population of older adults (65 years and older) in the U.S. in the next 15 years. This group of adults is expected to be the fastest growing segment of the population. According to the County's Adult Protective Services, by 2020, the 65 and over age group is expected to increase by 37 percent, where the 85 and over age group is predicted to increase by 55 percent. Most of these persons will require some form of long-term care, while a small segment of this population will age in place.

Residents in long-term care are often frail, isolated, and extremely vulnerable to abuse and neglect. Issues that can arise in nursing homes and residential care facilities include physical or sexual abuse and inadequate diet and staffing. With costs of care rising due to increased longevity and long-term intensive care, the possibilities for abuse are increasing.

### **5. FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$12,000	300	\$40.00
Total Program Amount	\$1,954,217	10,000	\$27,834
CDBG % of Total Budget	1%		
Required Match – 50%	\$6,000		
Amount Secured	\$25,000		
Leverage*	\$161.85		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used for employee salaries for the Contra Costa Regional Supervisor. The program receives funds from federal, state, foundation, corporation, and individual funding sources. The OSCC has also applied to the

CDBG programs in Antioch, Concord, Pittsburg, and Walnut Creek. Based on their funding history, OSCC will raise sufficient funds to carry out the proposed program.

6. **EXPERIENCE AND CAPACITY:** OSCC is an established program with over twenty-five years of experience, providing older dependent adults (65+) living in long-term care facilities, advocacy services. The Executive Director has been with OSCC for 10 years.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** The program has received CDBG funds since 1991 and has successfully met program agreement goals and reporting requirements. For FY 2018/19, Ombudsman Services provided 811 Urban County seniors with services, exceeding their goal of 350. As of the second quarter of FY 2019/20, Ombudsman Services has provided 127 seniors with services, 51 percent of their annual goal.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Pleasant Hill Recreation & Park District

**PROGRAM NAME/NUMBER:** Senior Service Network /  
20-19-PS

**PROGRAM SERVICE AREA:** Central County (Primarily Pleasant Hill area)

**PROGRAM OUTCOME:** Provide on-site care management services and crisis intervention to 150 Urban County seniors resulting in the prevention of displacement and/or premature institutionalization.

**TOTAL PROGRAM COST:** \$56,880

**AMOUNT REQUESTED:** \$10,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$10,000</b>
<b>FY 2021/22:</b>	<b>\$10,000</b>

**RECEIVED IN FY 2019/20:** \$10,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** The Pleasant Hill Recreation & Park District (PHRPD) proposes to provide on-site counseling and care management services at the Pleasant Hill Senior Center to 150 seniors residing in the Pleasant Hill and surrounding areas. Seniors receiving services are those who need assistance with entitlement services or support for crisis and other serious concerns in order to prevent premature hospitalization or institutionalization. Services to be provided include:

- Care management and coordination onsite 15 hours per week
- Counseling and assessment
- Assistance in gaining access to resources
- Early intervention and prevention of elder abuse
- Linkages to multiple health, psychological, and social services resources for frail seniors

The program is eligible, feasible, and timely. PHRPD has been providing care management services to low-income Urban County seniors since 1990. Requested funding will be allocated to staff salary.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers [CD-2].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed beneficiary/Seniors [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population is low-income Pleasant Hill seniors. Seniors are the fastest growing segment of the population and are most at risk for premature hospitalization or institutionalization. According to the 2010 U.S. Census, 13 percent of the population is 65 years and older, and that number is expected to increase to at least 20% over the next 50 years. The average cost of nursing home care in Contra Costa is \$6,000 per month, which is unaffordable for many seniors that are solely living off social security. This is an example of one group that requires the services of PHRPD. Seniors and their families often do not know where or how to access services necessary to help seniors maintain independence. Many turn to senior centers as a resource. PHRPD proposes to provide on-site care management services at the Pleasant Hill Senior Center that will help seniors gain access to resources and maintain independence. Provision of such services may prevent not only hospitalization and institutionalization but also homelessness.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$10,000	150	\$67
Total Program Amount	\$56,880	150	\$379
CDBG % of Total Budget	19%		
Required Match – 50%	\$5,000		
Amount Secured	\$0.00		
Leverage*	\$4.69		
*Does not include other CDBG funds from other jurisdictions.			

6. **EXPERIENCE AND CAPACITY:** PHRPD has been providing care management services to low-income seniors through the CDBG program since 1990. The Care Manager, who has worked on the program for sixteen years, will provide direct care management services. The program has been successful at meeting the administrative requirements of the CDBG program.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.

8. **PAST PERFORMANCE:** During FY 2018/19, the program met their program goal. During the first six months of the current fiscal year, they are on pace to meet their 2019/20 goal.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Rainbow Community Center of Contra Costa

**PROGRAM NAME/NUMBER:** Kind Hearts Community Support Program  
20-20-PS

**PROGRAM SERVICE AREA:** Central County

**PROGRAM OUTCOME:** Provide congregate meals, food pantry services, home/friendly visitor services and wellness calls to 65 Urban County People with AIDS and Lesbian, Gay, Bisexual and Transgender seniors to decrease isolation and improve quality of life.

**TOTAL PROGRAM COST:** \$213,525

**AMOUNT REQUESTED:** \$12,000

**AMOUNT RECOMMENDED:**

<b>FY 2020/21:</b>	<b>\$11,000</b>
<b>FY 2021/22:</b>	<b>\$11,000</b>

**RECEIVED IN FY 2019/20:** \$10,000

**PROGRAM ANALYSIS:** Rainbow Community Center (RCC) serves two vulnerable populations: people living with AIDS and Lesbian, Gay, Bisexual and Transgender (“LGBT”) seniors, primarily in Central County. RCC has found that these populations share common needs that can be addressed by one program. By combining services, these residents can be helped in a cost effective manner. Program services operate along a continuum that includes outreach and socialization activities, case management, nutritional support and home-based services for those unable to access the Center. The Kind Hearts program provides congregate meals, food pantry services, wellness calls and home/friendly visits to 95 Contra Costa County residents, with 65 being from the Urban County.

Research documents significant health disparities when LGBT seniors are compared to their heterosexual contemporaries, including higher rates of depression, anxiety, self-harm and suicide. LGBT seniors become increasingly isolated as they age; further impacting their physical and mental well-being. Without children, many LGBT seniors lack personal relationships with younger people who can provide family support. In addition, many feel uncomfortable accessing mainstream senior services, including

visiting senior centers. Many of the same concerns voiced by LGBT seniors also apply to People with AIDS – fear of being stigmatized, lack of support as a peer network disappears and difficulty with transportation.

In addition to two employees, RCC's home/friendly visitor program is staffed by volunteers and Masters in Social Work interns from U.C. Berkeley and Cal State East Bay. These volunteers provide on site and home visits and wellness calls to the frail elderly and People with AIDS, decreasing isolation and providing an ongoing assessment of a client's condition, as well as delivering weekly food supplies. The home visitors also work on helping isolated clients rebuild their social networks by conducting a social network assessment, identifying people in the participant's social circle who can provide additional socialization and support services.

The program is eligible, feasible, and timely. RCC has received County CDBG funds since 2008 and has achieved their contract goals.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Non-homeless Special Needs Population. Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers. [CD-2]
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)].
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary: Seniors/Persons with HIV/AIDS [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** According to RCC, a 2012 study by the California Department of Public Health identified LGBT older adults as among the most overlooked and underserved populations. The National Academy of Sciences Institute of Medicine reports that LGBT people are twice as likely as heterosexuals to be uninsured, Lesbian couples are twice as likely to live in poverty, older gay men are four times more likely to live alone and LGBT seniors also have a greater chance of being diagnosed with diabetes, high blood pressure, and psychological distress. In addition, reports indicate that LGBT people have a higher rate of depression, anxiety, self-harm, and suicide compared to their heterosexual neighbors. Many LGBT seniors are fearful of accessing mainstream senior centers due to experiences or fear of discrimination.

According to RCC, there is also a growing need to provide services to older people who are living with HIV/AIDS. Though the number of people dying from AIDS is decreasing, HIV/AIDS continues to be a serious health concern in our community.

People living with HIV/AIDS and LGBT people need support to deal with their various needs. However, for LGBT seniors and people with HIV/AIDS, finding adequate support is often complicated by the fear that they will be rejected and discriminated against. This rejection and discrimination leads to health disparities amongst persons living HIV/AIDS. Home/friendly visitor programs are a cost effective way to provide important support services to people who are ill or housebound. The services provided by RCC are intended to assist community members cope with the impact of stigma and loneliness by rebuilding and strengthening their social support networks. This program is provided free of cost to their clients.

**5. FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$11,000	65	\$169.23
Total Program Amount	\$213,525	95	\$2,247.63
CDBG % of Total Budget	5%		
Required Match – 50%	\$5,500		
Amount Secured	\$0		
Leverage*	\$18.41		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used to fund the salary of the Case Manager. Secured funding is through County Department of Health Services contracts. Remaining funds will be secured through fundraising, corporations, and foundations. RCC has also applied for CDBG funds from Walnut Creek.

6. **EXPERIENCE AND CAPACITY:** RCC has been in operation since 1996 as a primarily volunteer organization and has been a recipient of CDBG funds for over 7 years. Since the retirement of RCC's Executive Director in 2018, RCC has been looking to fill this position. Despite this hardship, RCC's staff has been able to continue managing and developing this program.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that has been successful in providing services using a primarily volunteer staff.
8. **PAST PERFORMANCE:** RCC has received County CDBG funds since FY 2008/09 and has met the requirements of their contract. For FY 2018/19, RCC provided 68 Urban County clients with services, exceeding their goal of 65. As of the second quarter of the current fiscal year, RCC has served 34 clients, putting them at 52% of their annual goal. The program has met and exceeded its annual performance goals; however, the Subrecipient has been consistently late in submitting demands.



9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** West County Adult Day Care

**PROGRAM NAME/NUMBER:** Alzheimer's Respite Center /  
20-21-PS

**PROGRAM SERVICE AREA:** West County

**PROGRAM OUTCOME:** Provide day care services five days per week for 56 Urban County seniors with Alzheimer's/dementia resulting in retention of housing and delay of institutionalization.

**TOTAL PROGRAM COST:** \$193,680

**AMOUNT REQUESTED:** \$40,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$40,000</b>
<b>FY 2021/22:</b>	<b>\$40,000</b>

**RECEIVED IN FY 2019/20:** \$40,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM DESCRIPTION:** West County Adult Day Care (WCADC) provides day care services five days per week, 10 hours per day Monday through Friday to frail elders with Alzheimer's and other related conditions. The program provides meals, personal grooming assistance, a variety of therapies, social activities, a monthly family support group, and respite to primary care givers. Day care services will be provided to at least 56 seniors (and their families) from the Urban County.

The services offered by the program have been proven to delay long-term placement for elders with Alzheimer's/dementia, as well as allowing caregivers to continue with a normal work schedule.

The proposed program is eligible, feasible, cost effective and timely. Requested funding will be allocated to staff salary.

**EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly/frail elderly, persons with disabilities, victims of domestic violence, abused/neglected children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers [CD-2].

2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/Seniors [24 CFR 570.208(a)(2)(i)(A)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The program will serve seniors living with Alzheimer's disease and related conditions. Alzheimer's disease is a condition for which no viable treatment or cure exists. As the disease progresses, the person becomes increasingly impaired both physically and mentally. Because the impaired person cannot be left unattended, it becomes impossible for the caregiver to work outside the home.

While a primary component of the program is to provide respite to the primary care giver, the beneficiary of the program is the senior whose life is enriched through the therapeutic and recreational activities provided. WCADC cites studies that show that respite care can delay long term care placement by approximately a year and reduce stress to care givers. These services also reduce the financial toll for families. All clients are low-income and over 50 percent are ethnic minorities.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$40,000	56	\$714
Total Program Amount	\$193,680	56	\$3,459
CDBG % of Total Budget	21%		
Required Match – 50%	\$20,000		
Amount Secured	\$0.00		
Leverage*	\$3.84		
*Does not include other CDBG funds from other jurisdictions.			

For several years, the program has received funding from the Leshner Foundation, and a contract from Adult Education. These funding sources are expected to continue in FY 2020/21, and along with other smaller grants, will be sufficient to carry out the program next year. Client fees account for approximately 40 percent of the total program budget.

6. **EXPERIENCE AND CAPACITY:** The organization has provided the proposed service to the target population since 1985. The program is staffed by one full-time (Activity Coordinator) and many part-time employees and volunteers. The part-time employees include a program coordinator, numerous health aides, and movement therapist. The executive director has been with the program since 1985 and has successfully increased the days and hours of operation as well as the number of persons able to be served by the program.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.

8. **PAST PERFORMANCE:** WCADC exceeded its performance goals last year and is on target for meeting their performance goals for this fiscal year.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from an environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** A Place of Learning

**PROGRAM NAME/NUMBER:** After School Tutoring & Mentoring  
20-22-PS

**PROGRAM SERVICE AREA:** Far East County

**PROGRAM OUTCOME:** Provide free after-school/Summer mentoring/tutoring services to 60 low-income Urban County students resulting in improved academic performance and decision-making skills and increased self-esteem, as measured by pre- and post-participation evaluations and feedback from school staff and parents.

**TOTAL PROGRAM COST:** \$37,500

**AMOUNT REQUESTED:** \$10,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$10,000</b>
<b>FY 2021/22:</b>	<b>\$10,000</b>

**RECEIVED IN FY 2019/20:** \$10,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** A Place of Learning ("APOL") is an after-school/Summer enrichment program that provides tutoring and mentoring to low-income, at-risk youth in kindergarten through high school. Many of the students are homeless, special needs, and English-learners. Through this program, students benefit from a caring adult that supports them developmentally as a role model and mentor. Mentors are provided educational materials that support California standards in core classes and meet with students at least once per week. APOL works closely with local schools and is able to access student school progress online and adapt lessons according to individual student needs. Mentors monitor academic achievement and performance factors such as attendance, school participation and attitude.

The program is eligible, feasible and timely. Requested funding will be allocated to staff salary/benefit expenses.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Increase opportunities for children/youth to be healthy, succeed in school and prepare for productive adulthood [CD-3].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** A Place of Learning tutoring and mentoring services are available to school children and youth in kindergarten through twelfth grade, in the communities of Brentwood, Oakley, Byron, Discovery Bay, Knightsen and Bethel Island. The program especially targets economically disadvantaged children and those who fall under other at-risk criteria, such as non-English speaking students and those who face other academic or developmental challenges.

Local school administrators estimate that over five hundred (500) children and youth in the community need after-school academic and social support. APOL is the only local organization that matches students with a caring mentor to provide free, consistent, one to one tutoring assistance to students.

## **5. FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$10,000	40	\$250
Total Program Amount	\$37,500	40	\$937.50
CDBG % of Total Budget	26%		
Required Match – 50%	\$5,000		
Amount Secured	\$15,000		
Leverage*	\$2.75		
*Does not include other CDBG funds from other jurisdictions.			

APOL's largest contributor is the Leshner Foundation, which has consistently funded about half of the program's budget.

6. **EXPERIENCE AND CAPACITY:** A Place of Learning has been in operation since December 2006. The program began with five (5) volunteers and students. It has since grown to over fifty (50) matches and currently has a six-student waitlist. The Program Coordinator has been with the program for over four years, and has worked closely with Board members and local school administrators to develop the program's structure and outcomes. There is a great deal of community involvement, as evidenced by letters pledging financial and service support.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed and has been successful in providing services.
8. **PAST PERFORMANCE:** APOL first received County CDBG funds in FY 2010/11, and continued to receive them until FY 2015/16. During that time, APOL met or exceeded its performance goals. In FY 2017/18, APOL was once again awarded CDBG funds and has consistently met its goals.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** East Bay Center for Performing Arts

**PROGRAM NAME/NUMBER:** Deep Roots, Wide World Program  
20-23-PS

**PROGRAM SERVICE AREA:** Richmond, CA

**PROGRAM OUTCOME:** Provide performing arts instruction to over 700 students at two City of Richmond elementary schools, resulting in improved academic performance, community building, and exposure to diverse global art traditions. Program performance will be measured via observation and both a mid-year and year-end surveys taken by the students.

**TOTAL PROGRAM COST:** \$97,675

**AMOUNT REQUESTED:** \$20,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$11,500</b>
<b>FY 2021/22:</b>	<b>\$11,500</b>

**RECEIVED IN FY 2019/20:** \$11,500

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** The East Bay Center for the Performing Arts ("EBCPA") is a community center, founded in 1968, that provides training, encouragement, and a space for student artists to learn and discover performing arts from around the world. Located in the Iron Triangle neighborhood of Richmond, EBCPA provides a safe space for students to work on community projects that include the creation of original music, film, theater, dance, etc. Through the performing arts, EBCPA positively impacts academic and social-emotional skills.

EBCPA proposes to provide a performing arts curriculum at two West Contra Costa Unified School District elementary schools: Stege Elementary School and Nystrom Elementary School. Both Title I schools are located on Richmond's Southside. Last



year, 94% of students enrolled were socioeconomically disadvantaged, qualifying for free and/or reduced lunch through the National School Lunch Program. The majority of the student population are children of color, and 57% of Nystrom students are English language learners.

EBCPA's curriculum will focus on music fundamentals, hands-on instruction, global music repertoire, and ensemble performance techniques. All students will attend one class a week for 30 weeks. Each class will be 30-45 minutes, depending on grade level. Program staff work closely with classroom teachers to construct and implement the lessons that support the students' overall development. According to EBCPA, arts participation is linked closely to limiting the achievement gap between low-income students of color and their peers. Furthermore, they show positive overall outcomes in a variety of areas, including test scores, high school graduation rates, college enrollment, and civic engagement. The program is ultimately designed to enrich the lives of disadvantaged students by exposing them to new experiences and using the performing arts as a tool to encourage academic and social growth. The proposed program is eligible, feasible and timely.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Increase opportunities for children/youth to be healthy, succeed in school and prepare for productive adulthood [CD-3].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population of the EBCPA Deep Roots, Wide World program is Richmond elementary school students, Kindergarten through 6<sup>th</sup> grade.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$11,500	792	\$25.25
Total Program Amount	\$97,675	792	\$123.33
CDBG % of Total Budget	12%		
Required Match – 50%	\$5,750		
Amount Secured	\$77,675		
Leverage*	\$7.49		

\*Does not include other CDBG funds from other jurisdictions.

6. **EXPERIENCE AND CAPACITY:** EBCPA currently provides the proposed services to the target population and has a long history of doing so. EBCPA has received CDBG funding for over twenty years. Staff is familiar with program requirements.
7. **PROGRAM READINESS AND TIMELINESS:** This is an existing program and staff are in place to continue providing service to students.
8. **PAST PERFORMANCE:** EBCPA exceeded its goal this fiscal year, as well as last fiscal year.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/2021 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Bay Area Community Resources (Fiscal Agent)

**PROGRAM NAME/NUMBER:** James Morehouse Project at El Cerrito High School  
20-24-PS

**PROGRAM SERVICE AREA:** West County (El Cerrito High School)

**PROGRAM OUTCOME:** Provide comprehensive mental health and student support services to 155 students attending El Cerrito High School resulting in improved well-being and an increase in school connectedness measured by student pre- and post-evaluations.

**TOTAL PROGRAM COST:** \$ 323,000

**AMOUNT REQUESTED:** \$10,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$10,000</b>
<b>FY 2021/22:</b>	<b>\$10,000</b>

**RECEIVED IN FY 2019/20:** \$10,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** The James Morehouse Project (JMP) at El Cerrito High School Project provides comprehensive mental health services to El Cerrito High School students who reside in West County communities. With clinical services available on campus, teachers and staff can refer students for on-site assessments and counseling to support youth and prevent more serious mental health problems. In addition to traditional mental health modalities like individual counseling and peer support groups, the project links innovative youth development programs with its clinical mental health services to offer youth opportunities to strengthen critical skills like conflict resolution and anger management and to build a deeper analysis of the challenges facing the communities that impact on their own lives. The JMP anticipates delivering mental health services to 155 Urban County students.

The JMP partners with a variety of community agencies to coordinate and deliver services. Community Violence Solutions, STAND! For Families Free of Violence, Islamic Network Groups, Girls Inc., Contra Costa County Health Services, UCB School of Social Welfare, Humboldt State University Social Work Department, Cal State Northridge Social Work Department, Sonoma State Social Work Department, and CSUEB School of Social Work are among the other organizations that offer a wide range of services through JMP.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Increase opportunities for children/youth to be healthy, succeed in school and prepare for productive adulthood [CD-3].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201(e)].
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** A diverse population of 1,600 students from West Contra Costa County attends El Cerrito High School. According to the Community Project, 40 percent of the students at the high school live in a community where almost 25 percent of the 18 year olds have not completed high school, and 62 percent of African American children live in families with income levels below the poverty line. Additionally, many students do not have health insurance or are covered by MediCal, resulting in minimal or no access to providers with experience in adolescent health.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$10,000	155	\$91
Total Program Amount	\$323,000	250	\$1,292
CDBG % of Total Budget	3%		
Required Match – 50%	\$5,000		
Amount Secured	\$0		
Leverage*	\$31.30		
*Does not include other CDBG funds from other jurisdictions.			

During the last funding cycle, YMCA of the East Bay was the program's fiscal sponsor but as of the end of FY 2018-19, JMP has cut ties them, now collaborating with Bay Area Community Resources (BACR), another non-profit agency. The program remains the same as only the fiscal sponsor has changed. BACR is a non-profit organization that provides fiscal sponsorship for community based organizations whose core values and mission are to promote healthy development of individuals and families, encourage service and volunteerism, and help build the community.

6. **EXPERIENCE AND CAPACITY:** The JMP has been serving the students of El Cerrito High School since its inception in 1999. The Executive Director has been primarily responsible for the program since its inception, and the Clinical Mental Health Director has worked on the program for over 10 years. The program has received CDBG funding for thirteen years without any issues.

7. **PROGRAM READINESS AND TIMELINESS:** This program is ongoing and has sufficient staff to operate the program. The JMP has existing strong working relationships with a variety of community organizations.
8. **PAST PERFORMANCE:** During FY 2018/19, the program exceeded the number of students they proposed to serve, and are currently on track to do the same during this fiscal year. Program staff has been timely with submissions and reporting.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service projects are exempt from an environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Mt. Diablo Unified School District

**PROGRAM NAME/NUMBER:** CARES After School Enrichment Program /  
20-25-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide after school enrichment classes for 817 K-8 students in Bay Point, resulting in greater understanding of the content of the enrichment services, connection to and engagement in school, and academic improvement.

**TOTAL PROGRAM COST:** \$2,725,989

**AMOUNT REQUESTED:** \$10,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$10,000</b>
<b>FY 2021/22:</b>	<b>\$10,000</b>

**RECEIVED IN FY 2019/20:** \$10,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** Mt. Diablo Unified School District (MDUSD) proposes to provide educational enrichment classes for students enrolled in the after-school programs at four Bay Point area schools: Bel Air, Rio Vista, Shore Acres elementary schools, and Riverview Middle school. The proposed program provides academic, enrichment and nutrition opportunities in a safe environment for students with the greatest needs. Classes/activities will be provided during the 32-week school year and six weeks during the summer. Activities will include dance, science, gardening, chess club, drumming, and art. MDUSD will serve 700 K-8 students from the four schools. The after-school program operates between the hours of 2:00 and 6:00 p.m. All four schools are located in areas that meet “area benefit” criteria (Census Tracts 3141.01 and 3142).

The program is eligible, feasible and timely. Requested funding will be allocated to program supplies and educational enrichment activities.

**EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Increase opportunities for children/youth to be healthy, succeed in school and prepare for productive adulthood [CD-3].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]

3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population is students attending three elementary schools and one middle school locate in the community of Bay Point. Bay Point is an area that meets Area Benefit criteria. All of the schools have been identified as “underperforming schools.” MDUSD states that many of the students in Bay Point are geographically isolated due to transportation and economic reasons, and that there are very few enrichment activities available in their community. The objectives of the program are to promote academic performance, educational enrichment, school attendance, school safety and positive behavior.

5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$10,000	817	\$12.24
Total Program Amount	\$2,725,989	3,495	\$779.97
CDBG % of Total Budget	<1%		
Required Match – 50%	\$5,000		
Amount Secured	\$0.00		
Leverage*	\$271.60		
*Does not include other CDBG funds from other jurisdictions.			

6. **EXPERIENCE AND CAPACITY:** MDUSD has offered after school enrichment programs since 1999. The After-School Coordinator has been in her position for over 16 years and is well-respected in the field of after school programs.
7. **PROGRAM READINESS AND TIMELINESS:** This is an existing program that is fully staffed.
8. **PAST PERFORMANCE:** Last program year, MDUSD exceeded their goal for students served. During the current program year, MDUSD is on pace to do the same. The program understands the administrative requirements of CDBG.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** RYSE, Inc.

**PROGRAM NAME/NUMBER:** RYSE Career Pathway Program  
20-26-PS

**PROGRAM SERVICE AREA:** West County

**PROGRAM OUTCOME:** Operate the Career Pathway Program by providing career development and soft skills support, media arts skill development, paid work experience opportunities, and academic enrichment and interventions. A total of 230 West County youth will be provided services during the year.

**TOTAL PROGRAM COST:** \$279,495

**AMOUNT REQUESTED:** \$40,000

**AMOUNT RECOMMENDED**

**FY 2020/21:** \$40,000

**FY 2021/22:** \$40,000

**RECEIVED IN FY 2019/20:** \$40,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** RYSE serves youth in West Contra Costa County ages 13 to 21. RYSE members include youth who are in and out of school, college bound, homeless, LBGT, and some who have been incarcerated.

According to numerous reports, young people from Richmond and West Contra Costa County face a myriad of challenges that hinder academic success and acquisition of meaningful employment opportunities and financial stability. This marginalized group requires adequate support from the community to access opportunities that provide long-term stability and support the transition into adulthood. The Career Pathway Program aims to address this problem by offering a combination of career development and soft skills support, media arts skill development, paid work experience opportunities, and academic enrichment and intervention.

Career development programming integrates exposure to a variety of career pathways and offers quality classroom and work-based learning opportunities. RYSE also supports youth in acquiring desired employment and internships on site, in the community or with work place partners.

RYSE has a proven record of accomplishment for producing a safe space for youth where they feel welcome, valued, and supported, and has created and implemented effective



programming that helps youth make lasting changes in their lives. This program is eligible, feasible, and timely. Requested funding will be allocated to staff salary/benefits.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Increase opportunities for children/youth to be healthy, succeed in school and prepare for productive adulthood [CD-3].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201(e)].
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population is youth ages 13-21 living in West Contra Costa County. There are other youth centers in the West County area; however, none of them provide a comparable amount and level of service to this community. The program model is focused on youth leadership, harm reduction, and social justice with the framework of addressing the causes of violence and the harmful social and health outcomes associated with violence. The program was developed as a result of extensive surveys taken of youth in the West County area after four Richmond High School students were killed. The West Contra Costa Unified School District is the 20<sup>th</sup> largest school district in California, with a diverse population of students that speak over 80 different languages. Poverty rates among youth in the area are over 10% higher than the national average.

### **5. FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$40,000	230	\$174
Total Program Amount	\$279,495	230	\$1,215
CDBG % of Total Budget	14%		
Required Match – 50%	\$20,000		
Amount Secured	\$375,000		
Leverage*	\$6.00		
*Does not include other CDBG funds from other jurisdictions.			

6. **EXPERIENCE AND CAPACITY:** The Executive Director has been with RYSE since 2008 and has successfully managed other youth programs since 1995.
7. **PROGRAM READINESS AND TIMELINESS:** The program has secured funding to operate the project for the last several years and is expected to secure the necessary funds to continue its operations. The program is fully operational.
8. **PAST PERFORMANCE:** RYSE has met or exceeded its performance goals for the last twelve years.

8. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service projects are exempt from an environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Village Community Resource Center

**PROGRAM NAME/NUMBER:** VCRC Program Support  
20-27-PS

**PROGRAM SERVICE AREA:** Brentwood (and surrounding area)

**PROGRAM OUTCOME:** VCRC will operate its Afterschool Academy program. A total of 100 unduplicated children will be provided after-school tutoring services.

**TOTAL PROGRAM COST:** \$497,100

**AMOUNT REQUESTED:** \$13,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$13,000</b>
<b>FY 2021/22:</b>	<b>\$13,000</b>

**RECEIVED IN FY 2019/20:** \$13,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** Village Community Resource Center (VCRC) is a +20-year-old non-profit organization that was created to help empower residents and to address the educational, social and health issues of disadvantaged and underprivileged children, parents and community members residing in the immediate neighborhoods surrounding along Village Drive in Brentwood. Today, VCRC primarily serves Latino families and offers a variety of supportive services and activities for children, youth and families. Services are preventive-focused, family-friendly, and available in English and Spanish. VCRC provides access to resources, which helps improve neighborhood and community conditions by implementing educational, social services, and health components.

Prior to FY2016/17, VCRC served a population that was in a low/moderate-income area, and therefore was not required to have clients self-certify their income. However, this is no longer the case, and self-certification documents are collected from the families of all students.

This program is eligible, feasible, and timely. Requested funding will be allocated to staff salary.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Increase opportunities for children/youth to be healthy, succeed in school, and prepare for productive adulthood. [CD-3].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** VCRC is a 23-year-old non-profit organization that was created to help empower residents living in socially and economically disadvantaged neighborhoods along and surrounding Village Drive in Brentwood. VCRC's application cites many statistics about the need for the plethora of services provided at the Center including the need for after school tutoring. Last year, 75% of their students qualified for free or reduced lunch at school, beckoning to the wealth disparity in the area. Of their students, 81% are Latino and 71% live in non-English speaking homes.

### **5. FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$13,000	100	\$130
Total Program Amount	\$497,100	100	\$4,971
CDBG % of Total Budget	3%		
Required Match – 50%	\$6,500		
Amount Secured	\$50,000		
Leverage*	\$37.24		
*Does not include other CDBG funds from other jurisdictions.			

6. **EXPERIENCE AND CAPACITY:** VCRC has provided a variety of human services and social programs to residents of the Village Drive neighborhoods for over 20 years. The agency is well respected in the community and serves thousands of persons each year. The Executive Director has been with VCRC for over eight years and is very familiar with the CDBG program requirements.
7. **PROGRAM READINESS AND TIMELINESS:** The current program is fully staffed, and programs are operating effectively.
8. **PAST PERFORMANCE:** VCRC exceeded their performance goal in FY 2018/19 and is on target to surpass their FY 2019/20 goal as well.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** ECHO Housing

**PROGRAM NAME/NUMBER:** Fair Housing Services  
20-28-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide comprehensive fair housing counseling services to approximately 80 Urban County residents.

**TOTAL PROGRAM COST:** \$361,482

**AMOUNT REQUESTED:** \$40,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$40,000</b>
<b>FY 2021/22:</b>	<b>\$40,000</b>

**RECEIVED IN FY 2019/20:** \$40,000

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** ECHO Housing (ECHO) will provide fair housing services by enforcing fair housing laws by investigating housing discrimination complaints, maintaining a panel of testers, counseling individuals/households regarding their rights, responsibilities and options, providing mediation and advocacy, and legal referrals. ECHO will maintain good relationships with private attorneys, the Department of Housing and Urban Development (HUD) and the Department of Fair Employment and Housing, while keeping abreast of changes in fair housing laws

The proposed project will assist Urban County residents in exercising their housing rights by providing the following services and activities:

- **Fair Housing Counseling:** fair housing laws will be enforced by investigating alleged housing discrimination complaints; maintaining a panel of fair housing testers; counseling households regarding their rights, responsibilities and options; and providing mediation, advocacy, and legal referrals. All CDBG jurisdictions are required to take appropriate steps to affirmatively further fair housing.
- **Education and Outreach:** ECHO will conduct education and outreach activities to educate residents, staff of other community-based organizations and rental property owners/managers on landlord/tenant rights and responsibilities.

- **Conciliation and Mediation:** ECHO will provide both conciliation and mediation efforts to resolve conflicts between residents and their landlords.
- **Investigation:** ECHO will conduct investigations to determine if housing discrimination has occurred.

All of the above services will be provided free of charge and in multiple languages through in-house language capacity, the Language Line (a service that interprets and translates in 170 different languages) and freelance interpreter services. A majority of the clients will be served via the telephone and/or email, but because ECHO has an office located in Antioch, clients will have access to in-person services. In addition, special clinics/meetings will be scheduled in the less accessible areas of the County. The program is eligible, feasible and timely.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as hunger, substance abuse and other issues. [CD-1] and promote fair housing activities and affirmatively further fair housing [CD-4].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services[24 CFR 570.201 (e)]
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** ECHO's Fair Housing Services will assist tenants and landlords who require information regarding fair housing and discrimination, or complainants who allege discrimination based on federal, state, and local protected classes. Protected classes are the following: race, color, ancestry, national origin, religion, mental or physical disability, gender, sexual orientation, gender identity, marital status, familial status, source of income, or any other arbitrary class protected by the State.

Discrimination continues to be a problem particularly among racial and ethnic minorities, the economically disadvantaged, and the disabled. The most prevalent forms of discrimination are based on race/ethnicity, familial status and disability. Per the Analysis of Impediments to Fair Housing Choice, nearly half of the complaints filed within the County from 2004 through 2009 are based on disability. Persons with disabilities are often denied requests for reasonable modifications or reasonable accommodations needed to make housing fully accessible for them. The most recent systemic audit completed by ECHO on disability and reasonable accommodation, shows that 14 percent of housing providers refused to allow a reasonable accommodation for the disabled tenant.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$40,000	80	\$500
Total Program Amount	\$361,482	707	\$508
CDBG % of Total Budget	11%		
Required Match – 50%	\$20,000		
Amount Secured	\$45,000		
Leverage*	\$8.04		
*Does not include other Contra Costa Entitlement CDBG funds from other jurisdictions. But does include CDBG funds from Cities in Alameda County.			

The other funding sources for this program are predominantly from CDBG funds from other jurisdictions; both in Contra Costa County and Alameda County. The remaining funding sources are local jurisdiction funds in Alameda County.

6. **EXPERIENCE AND CAPACITY:** ECHO Housing has its main office in Alameda County and has been working to eradicate housing discrimination and promote understanding by tenants and landlords of their rights and responsibilities for approximately 40 years. They have a satellite office at the Rivertown Resource Center in Antioch. ECHO is looking to have a staff person in Central County to be available for Central County Clients.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** ECHO has been successful in meeting quantitative goals. As of the second quarter of this current fiscal year, ECHO has reached forty-nine percent of their goal and is on track to meeting their contractual goal.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/ RELOCATION/ PREVAILING WAGE ISSUES:** Public Service projects are exempt from an environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
ECONOMIC DEVELOPMENT (ED) CATEGORY**

**APPLICANT:** Multicultural Institute

**PROJECT NAME/NUMBER:** Life Skills/Day Labor Program  
20-29-PS

**PROJECT SERVICE AREA:** Richmond

**PROJECT OUTCOME:** Provide job-matching, individualized assistance with health, legal, and educational needs to 400 poverty level and extremely low-income day laborers.

**TOTAL PROJECT COST:** \$117,191

**AMOUNT REQUESTED:** \$40,000

**AMOUNT RECOMMENDED:** \$26,000

**FY 2020/21:** \$26,000  
**FY 2021/22:** \$26,000

**RECEIVED IN FY 2019/20:** \$26,000

**CONDITIONS OF APPROVAL:** None

**PROJECT DESCRIPTION/ANALYSIS:** Multicultural Institute (MI) presents a unique service model to day laborers – based on daily, street-based outreach – is an “office without walls” and allows MI staff to offer efficient job-matching and social services while also improving conditions on the street where day laborers seek work. The Life Skills/Day Labor program addresses concrete needs, while also addressing society’s role in brokering positive relationships between day laborers and policy makers, neighbors, and merchants. The program provides job and educational opportunities that help move workers toward better self-sufficiency. By assisting families get connected to health, immigration and legal resources, MI is helping resolve daily challenges and bridging individuals to services they otherwise would not have access to. Specifically the Life Skills/Day Labor Program will deliver:

- Job placements to 150 poverty level and extremely-low income individuals seeking work via daily street outreach;
- Minimum of four on the street health education/training workshops to a minimum of 100 participants;
- Minimum of three GED registration/exams through intensive six-week preparation



courses;

- Minimum of two wage claim workshops about preventing wage theft and tracking employer information (80 percent of wage dispute consults are resolved satisfactorily within six months); and

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Economic Development: Reduce the number of persons with incomes below the poverty level, expand economic opportunities for extremely-low, very-low, and low-income residents, and increase the viability of neighborhood commercial areas by providing job training/job placement services and technical assistance to microenterprises and small businesses. [CD-5].
2. **CDBG ELIGIBLE ACTIVITY:** Job training and placement assistance [24 CFR 570.201(e)].
3. **NATIONAL OBJECTIVE:** Benefiting very low- and low-income persons [24 CFR 570.208(a)(2)(iii)]
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The primary population served by the Life Skills/Day Labor Program is made up of poverty level and extremely-low income Spanish-speaking immigrant workers, primarily day-laborers, who seek full-time work in front of Home Depot or who complement existing low-wage employment with day labor jobs. Day laborers tend to be young, nearly half are under 30 and most are immigrants. The day labor population ranges from new immigrants to people who have been established in the US for many years and are raising families here. The program also serves family members and relatives including spouses and children and other low-income individuals that wish to earn their GED certification to receive job promotions, apply for better jobs, and/or continue their education.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$26,000	400	\$65
Total Program Amount	\$117,191	400	\$293
CDBG % of Total Budget	32.7%		
Required Match – 40%	\$10,400		
Amount Secured	\$10,000		
Leverage	\$3.51		

The CDBG funds will be used to pay for staff costs, including taxes/benefits, and rent.

The remainder of the program budget is funded by the State Department of Social Services, fundraising, and GED registration.

6. **EXPERIENCE AND CAPACITY:** MI has provided the Life Skills/Day Labor Program in the City of Berkeley since 2001 and in Redwood City since 2006, providing more than 7,200 jobs. MI's unique service model is based on street outreach and has worked really well in those two cities. MI's service model honors day laborers preference to be outside in the community proactively seeking work. The Richmond program has been in effect since 2012 when MI expanded its program service to serve the Richmond community. Since then, MI has provided an average of 125 job placements each year and registered over 2,000 day laborers and other low-income individuals through the program's Richmond activities. The County CDBG Program has funded MI for this program since FY 2017/18.
7. **PROJECT READINESS AND TIMELINESS:** The current program is fully staffed and MI's programs are operating efficiently.
8. **PAST PERFORMANCE:** During FY 2018/19, the program exceeded their contractual goal and are currently on track to exceed their goal this fiscal year. MI has been timely with submissions of required reports.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** None.

**2020/21 & FY 2021/22 CDBG PROGRAM  
Economic Development (ED) CATEGORY**

**APPLICANT:** Opportunity Junction

**PROGRAM NAME/NUMBER:** Bay Point Career Development Services  
20-30-PS

**PROGRAM SERVICE AREA:** East County (primarily Bay Point)

**PROGRAM OUTCOME:** Provide a set of intensive, individualized vocational services to 30 persons. These services include assessment and development of employment plans, case management and service referrals, connections to in-demand vocational training, and one-on-one career skills development.

**TOTAL PROGRAM COST:** **\$144,096**

**AMOUNT REQUESTED:** **\$20,000**

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$20,000</b>
<b>FY 2021/22:</b>	<b>\$20,000</b>

**RECEIVED IN FY 2019/20:** **\$20,000**

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:**

Opportunity Junction is a 501(c)(3) nonprofit agency dedicated to helping low-income Contra Costa County residents obtain and retain good jobs. Opportunity Junction achieves this goal by providing training, support services, employment experience, and employer introductions. Clients are supported throughout their journey to employment and are provided service even after they have completed their program.

Opportunity Junction proposes to provide their employment services in the community of Bay Point, through integration into SparkPoint Contra Costa. SparkPoint is an innovative economic development system providing deep, personalized services including assessment and development of employment plans, case management and

service referrals, connections to in-demand vocational training, and one-on-one career skills development.

The program is unique because it provides services that extend beyond traditional vocational services. These services commonly include transit passes or gas cards to attend interviews, gift cards for groceries to ensure good nutrition and energy, free interview and working wardrobes, vouchers for eye exams and glasses, and reimbursement for job-search related expenses like background checks. Opportunity Junction also offers free weekly classes in computer basics. Program staff members include a bi-cultural and bilingual Career Development Case Manager. This is critical to providing culturally appropriate services to the large proportion of Bay Point and Pittsburg residents who identify as Latino. Often, clients receive services for up to three years to help them achieve their goals. In addition to career development, clients are provided credit and financial counseling and education, benefits enrollment, and information on Individual Development Accounts (matched savings accounts).

The proposed program is eligible, feasible, and timely.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Economic Development: Reduces the number of persons below the poverty level, expand economic opportunities for very low- and low-income residents and increase the viability of neighborhood commercial areas [CD-5].
2. **CDBG ELIGIBLE ACTIVITY:** Job training and placement assistance [24 CFR 570.201(e)].
3. **NATIONAL OBJECTIVE:** Low Income [24 CFR 570.208(a)(2)(i)(B)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The Bay Point Career Development Services program addresses the community need to match local, hard-to-serve residents with jobs that enable them to support their families, thus reducing reliance on government support. This ability improves outcomes for their children, and enriching the local economy. Unemployment in Bay Point (21.8%) is more than double that of the County average (9.8%). Additionally, only 12.4% of community residents have attained a Bachelor's degree or higher, compared to the County average of 40.7%.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$20,000	30	\$667
Total Program Amount	\$144,096	90	\$1,601
CDBG % of Total Budget	14%		
Required Match – 50%	\$10,000		
Amount Secured	\$20,000		
Leverage*	\$6.20		
*Does not include other CDBG funds from other jurisdictions.			

The program's operational budget is funded primarily by foundations and private donations. They are also expecting over \$80,000 in funding from Sparkpoint. It is expected that Opportunity Junction will continue to be successful in securing foundation support to continue the program.

6. **EXPERIENCE AND CAPACITY:** The Bay Point Career Development Services program has been providing services since July 2010. Staff is very familiar with CDBG requirements.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** This will be the sixth year that this program will receive CDBG funding. Since September 2010, 407 local residents have been placed in employment at an average starting wage of \$14.95 per hour, working 32 hours a week. During the first five months of this fiscal year, 11 job seekers with addressable barriers were placed into employment with an average wage of \$17.77 per hour.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** None.

**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Rising Sun Center for Opportunity  
(Formerly Rising Sun Energy Center)

**PROJECT NAME/NUMBER:** Climate Careers Contra Costa County  
20-31-PS

**PROJECT SERVICE AREA:** West County (Primarily Richmond and San Pablo)

**PROJECT OUTCOME:** Provide training and employment to 8 low-income youth, age 15-24, increasing economic equity and future career success.

**TOTAL PROJECT COST:** \$426,833

**AMOUNT REQUESTED:** \$15,000

**AMOUNT RECOMMENDED**

<b>FY 2020/21:</b>	<b>\$13,000</b>
<b>FY 2021/22:</b>	<b>\$13,000</b>

**RECEIVED IN FY 2019/20:** N/A

**CONDITIONS OF APPROVAL:** None

**PROJECT DESCRIPTION/ANALYSIS:**

Rising Sun Center for Opportunity (Rising Sun) is a workforce development and community resilience non-profit serving the East Bay. Dedicated to fighting climate change and providing economic opportunity to underserved communities, Rising Sun offers two career development programs to help it achieve these goals – Opportunity Build and Climate Careers.

The Climate Careers program began serving Contra Costa County youth in 2008. This year, Rising Sun proposes to serve 8 low-income youth through the program. Climate Careers employs and empowers Energy Specialists (youth) to provide Green House Calls (GHCs) to local residents throughout the summer months. GHCs consist of an environmental sustainability audit, leading to the installation of energy- and water-efficient devices, such as LED light bulbs, faucet aerators, smart power strips, etc.

Rising Sun operates the program out of a temporary office in Richmond, where Energy Specialists receive support services, one-on-one mentorship, and job training. The Climate Careers program training and employment model provides Energy Specialists with a unique opportunity to develop a number of different formal and informal skills. They receive training that allows them to spread sustainability principles, positively affecting the community and its residents. In addition to the environmental impact, Energy Specialists gain personal/professional growth through lectures, workshops, and informal training. They develop teamwork, problem solving, and communication skills

among others, but they will also work on interview skills, cover letter writing, financial systems, etc. This development also helps while they are in the field conducting GHCs. Through this “earn-and-learn” approach, Energy Specialists are better able to support themselves and sometimes family, while gaining transferable skills that will ultimately put them in a better position to experience career success in the future.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Economic Development: Reduces the number of persons below the poverty level, expand economic opportunities for very low- and low-income residents and increase the viability of neighborhood commercial areas [CD-5].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201(e)].
3. **NATIONAL OBJECTIVE:** Benefiting low- and moderate-income persons [24 CFR 570.208(e)].
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population is low-income youth, ages 15-24, living in West Contra Costa County. According to the Bureau of Labor Statistics, teens from low-income households and teens of color experience higher than average unemployment and lack social capital, which negatively affects future career trajectory. Therefore, early career programs, like Climate Careers are vital tools to build skills and experience, eliminating barriers to decent employment.
5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$13,000	8	\$1,625
Total Program Amount	\$426,833	12	\$35,569
CDBG % of Total Budget	3%		
Required Match – 10%	\$1,300		
Amount Secured	\$381,833		
Leverage*	\$28.37		
*Does not include CDBG funds from other jurisdictions			

The proposed operating budget anticipates about 88% of funding coming from the Bay Area Regional Energy Network. Rising Sun Center for Opportunity is also applying for CDBG funding from the City of Antioch. The County’s CDBG funds would primarily be used for both rent at their temporary Richmond facility, and personnel costs.

6. **EXPERIENCE AND CAPACITY:** Rising Sun Center for Opportunity has been offering their Climate Careers program for over a decade and have strategic

partnerships in place for continued success. The program will not change, however, CDBG funding will come with brand new reporting requirements for staff.

7. **PROJECT READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed. It occurs each summer.
8. **PAST PERFORMANCE:** This will be the first year that Rising Sun Center for Opportunity receives CDBG funds. However, they have successfully operated their Climate Careers program for over a decade.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** None.



**FY 2020/21 & 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Contra Costa County Health Services - Health,  
Housing and Homeless Services Division,  
Homeless Program

**PROGRAM NAME/NUMBER:** Coordinated Outreach, Referral, and  
Engagement (CORE) Homeless Street Outreach  
Program  
20-32-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide day and evening homeless street  
outreach services to at least 740 Urban County  
individuals living outside throughout the County  
to engage, stabilize, and deliver health and basic  
need services, and aid in obtaining interim and  
permanent housing.

**TOTAL PROGRAM COST:** **\$877,200**

**AMOUNT REQUESTED:** **\$125,555**

**AMOUNT RECOMMENDED:**  
FY 2020/21: **\$90,000**  
FY 2021/22: **\$90,000**

**RECEIVED IN FY 2019/20:** **N/A**

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** The focus of the Contra Costa County's Health Services Department (CCC-HSD) Coordinated Outreach, Referral, and Engagement (CORE) Homeless Street Outreach Program is to target high-risk, hard-to-reach chronically homeless individuals, transition-aged youth, and families living outside whom typically do not access services or do not know how to access services. CORE uses a client-centered, "whatever it takes" approach to build rapport and engage consumers into services that aims to get them off the streets and stabilized. CORE Outreach teams consist of two outreach workers, two outreach team leads, and an Outreach Coordinator. Outreach staff are trained in core principles and practices of trauma informed care, motivational interviewing and espouse a "housing first" philosophy. Knowing that those who live outside are typically resistant to engaging with the current service system, outreach teams take

this client-centered perspective with the understanding that trust must come before services are delivered, and trust and relationship building takes patience and time.

Three CORE teams will operate over an 18 hour period during the day and evening. Two or three-person outreach teams will go out in a systematic pattern within an established service area (East, Central, and West County) to contact chronically homeless individuals living on the streets, provide face-to-face outreach and engagement, and information necessary to address behavior contributing to their homelessness. The day teams hand off street outreach services for evening/weekend (Saturday) homeless outreach to teams staffed by Anka Behavioral Health, who is subcontracted with CCC-HSD to provide evening/weekend outreach services as part of the overall CORE Street Outreach Program.

CORE Homeless Street Outreach Program services and support will include but are not limited to:

- Referral and connection to “Health Care for the Homeless” Program medical staff to engage homeless individuals including collection of basic personal and demographic data;
- Administer initial screening tools and document concerns and disabilities regarding lack of housing financial support;
- Connect to medical and mental health and any substance abuse services;
- Facilitate the completion and submission of Medi-Cal, CalFresh, and/or SSI applications and related documentation for eligible consumers;
- Provide basic survival supplies;
- Assist local law enforcement, communities, and businesses in non-enforcement types of responses where appropriate;
- Connect individuals to the Mental Health Transitions Team for mental health needs and non-psychiatric emergencies with individuals ready to accept substance abuse treatment;
- Connect consumers to interim housing, multiservice centers, case management, and supports towards permanent housing.

This program is eligible, feasible and timely. Homeless street outreach services is a needed service throughout the County and it meets a priority need of the County’s Consolidated Plan

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Housing & Supportive Services for the Homeless [H-1].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24 CFR 570.201 (e)]

3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/Homeless [24 CFR 570.208(a)(2)(i)(A)]
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population served by CORE is homeless individuals. Of the 2,295 individuals identified as homeless or at risk of homelessness documented in Contra Costa's 2019 Point in Time (PIT) homeless count, 1,627 were literally homeless, sleeping in uninhabitable locations such as encampments, abandoned buildings, and vehicles. There was a significant regional shift across County for unsheltered individuals between the 2017 and 2019 Point in Time counts. The 2019 PIT County found a 3% increase from the 2018 PIT Count. More than 70 percent of those identified in Contra Costa's 2019 PIT were unsheltered. However; despite the information that Point in Time data reveals, it is difficult to calculate the exact number of homeless people living on the street, considering the number of individuals that live in obscure park areas, vehicles, or abandoned houses. The number of homeless people living on the street also fluctuates seasonally and tends to rise in the summer months. Given this information, we can assume that PIT data is an undercount of the actual number of individuals and families living outside.

The data collected from 2019 Point in Time count also demonstrated that there is great need for outreach to homeless individuals as the impact of homelessness is particularly harsh for those living unsheltered in places not meant for human habitation. Lack of basic necessities, adequate food, water, sanitation, and access to physical and mental health care and other resources all add greater potential for health and safety risks, as nearly 30 percent of literally homeless adults report substance abuse and/or mental health issues and needed access to health care and services.

## 5. **FINANCIAL ANALYSIS:**

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$90,000	740	\$121.62
Total Program Amount	\$877,200	1,900	\$461.68
CDBG % of Total Budget	10%		
Required Match – 50%	\$45,000		
Amount Secured	\$241,993		
Leverage*	\$8.75		
*Does not include other CDBG funds from other jurisdictions.			

County CDBG funds will be used for personnel costs. The majority of the program's other funds come from State and local government/in-kind

resources. CCC-HSD has applied to all local CDBG jurisdictions and many of those jurisdictions support the work of this program.

6. **EXPERIENCE AND CAPACITY:** At this time, there are two day teams consisting of two trained outreach workers, two trained outreach team leads, and an Outreach Coordinator which are staffed by CCC-HSD. The day teams hand off street outreach services for evening/weekend (Saturday) homeless outreach to teams staffed by Anka Behavioral Health, who is subcontracted with CCC-HSD to provide evening/weekend outreach services as part of the overall CORE Street Outreach Program. The CORE Program has been in operation since January 2017 and has been performing beyond expectations. The CORE Program was awarded CDBG and ESG funds from the County to provide outreach services to benefit Urban County homeless individuals. To date, the CORE Program has provided outreach services to 2,586 unduplicated homeless individuals in the County.
7. **PROGRAM READINESS AND TIMELINESS:** This program started full operation in January 2017. The program is staffed at a sufficient level to provide services throughout the County for six days out of the week plus evening/night hours. CCC-HSD is well established and works in partnership with numerous local agencies and organizations that provide services to the homeless population.
8. **PAST PERFORMANCE:** CORE first received CDBG funds in FY 2017/18, and far exceeded their goals. This year, they were funded with ESG funds and as of the second quarter, they served 2,586 unsheltered persons, exceeding their goal of serving 450 persons. Staff is very familiar with CDBG program requirements.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service projects are exempt from an environmental review.

**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Interfaith Council of Contra Costa County

**PROGRAM NAME/NUMBER:** Winter Nights Emergency Family Shelter Program  
20-33-PS

**PROGRAM SERVICE AREA:** Urban County

**PROGRAM OUTCOME:** Provide emergency shelter, food, tutoring, transportation, case management, housing placement assistance to 16 Urban County residents.

**TOTAL PROGRAM COST:** \$366,800

**AMOUNT REQUESTED:** \$10,000

**AMOUNT RECOMMENDED:**

<b>FY 2020/21:</b>	<b>\$10,000</b>
<b>FY 2021/22:</b>	<b>\$10,000</b>

**RECEIVED IN FY 2019/20:** N/A

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** Winter Nights Rotating Family Shelter is a project of the Interfaith Council of Contra Costa County that provides emergency shelter, food, tutoring, transportation, case management, housing placement assistance to residents living primarily in East and Central County. While a warm safe place to sleep, three meals a day, provisions for hygiene and transportation are needs common to all homeless families, every family has their own unique needs, such as pregnancy, joblessness, no transportation, physical or mental disability, which contribute to homelessness. Winter Nights mission is to protect homeless families from winter weather by providing shelter in a clean, safe and warm environment and to help them break the homeless cycle by assisting them toward self-sufficiency and into stable housing.

Winter Nights Goals:

- Provide shelter and food to homeless families in Contra Costa County throughout the winter.
- Help Homeless families find sustainable housing.

- Keep homeless children in the school from which they went homeless.
- Help homeless children achieve at grade level, and encourage reading habits.
- Keep homeless families together.

Winter Nights operates from September to mid-June each year and can serve up to 30 persons at any given time. The shelter site moves every two weeks throughout the winter, between hosting faith family communities from the 107 member congregations that belong to the Interfaith Council. Congregations throughout central and east Contra Costa provide space, meals, and volunteers. Skilled, experienced staff members who have been homeless themselves, are assigned to mentor/coach each family and work with parents to overcome their unique barriers to housing. Individual goals are set for each family chosen to bring them closer to stability and housing when they leave the shelter. The average family at the Winter Nights Shelters stay between 90 to 100 days. Some stay the entire season in order to reach self-sufficiency.

During the coldest and wet months of the year (January through April), Winter Nights operates a Parking Lot Program (PLP), where homeless families and individuals can park safely overnight and are provided meals. Families in the PLP are given priority when vacancies at the indoor Winter Nights Shelter open up. Winter Nights partners with St. Vincent de Paul in Antioch, operating the daytime Oasis program, where families can shower, access services, and do laundry at a nearby laundromat. For those in need of transportation, Winter Nights provides a vanpool that can take children to/from school, parents to BART or bus for work, doctor's appointments, interviews, agency appointments, and the Oasis daytime shelter.

The program is eligible, feasible, and timely. Providing services to prevent homelessness and is consistent with the Consolidated Plan and the Homeless Continuum of Care Plan.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Expand and preserve shelter, housing, and services for the homeless or those at imminent risk of becoming homeless. [H-1]
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24CFR 570.201(e)]
3. **NATIONAL OBJECTIVE:** Presumed Beneficiary/Homeless [24CFR 570.208 (a)(2)(i)(A)]
4. **TARGET POPULATION AND DEMONSTRATED NEED:** The target population benefiting from this project are homeless families in Contra Costa County, defined as at least one parent and one child of that parent; may include grandparents and young

dependent adults, between the ages of 18 and 22. The County's Homeless Continuum of Care plan affirms that the shortage of affordable housing in Contra Costa is a root cause for homelessness. The lack of affordable housing causes instability for low-income renters for other at-risk individuals. Because there are too few affordable units for people who need them, low-income renters are forced to spend far more than they can afford to keep roofs over their heads. In Contra Costa, 66 percent of extremely low-income households spend more than 50 percent of their incomes on rent.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$10,000	16	\$625
Total Program Amount	\$366,800	70	\$5,240
CDBG % of Total Budget	2.7%		
Required Match – 10%	\$1,000		
Amount Secured	\$19,500		
Leverage*	\$35.68		
*Does not include other CDBG funds from other jurisdictions.			

Requested CDBG funds will be used to pay for the Oasis Manager's salary and employee taxes and benefits. Winter Nights has also requested CDBG funds from the other jurisdictions from the Consortium. Winter Nights has secured approximately 5 percent of the funds necessary to carry out the program through foundations and private donations. Based on funding history provided, Winter Nights will be able to secure the required funds to carry out the program.

6. **EXPERIENCE AND CAPACITY:** Winter Nights has been operating the emergency shelter program since 2004 and has received CDBG funding for this program from the County in prior years. Currently, the program receives CDBG funding from the Cities of Antioch, Concord, and Pittsburg. The Executive Director and Program Director both have more than 10 years of experience serving the homeless population of Contra Costa County. The Program Director will be responsible for general oversight of the program.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** This is the first year Interfaith Council of Contra Costa County has applied for CDBG funds from the County. Interfaith Council of Contra Costa County has previously applied and received State Emergency Solutions Grant

(ESG) funds from the County and met its contractual goal and submitted reports in a timely manner.

9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.



**FY 2020/21 & FY 2021/22 CDBG PROGRAM  
PUBLIC SERVICE (PS) CATEGORY**

**APPLICANT:** Shelter Inc. of Contra Costa County

**PROGRAM NAME/NUMBER:** Homeless Prevention and Rapid Rehousing Program  
20-34-PS

**PROGRAM SERVICE AREA:** County-wide

**PROGRAM OUTCOME:** Provide rapid rehousing and homeless prevention services to 160 Urban County residents to quickly regain stable, permanent housing or maintain their housing.

**TOTAL PROGRAM COST:** **\$876,439**

**AMOUNT REQUESTED:** **\$30,000**

**AMOUNT RECOMMENDED:**

<b>FY 2020/21:</b>	<b>\$25,075</b>
<b>FY 2021/22:</b>	<b>\$25,075</b>

**RECEIVED IN FY 2019/20:** **\$25,075**

**CONDITIONS OF APPROVAL:** None

**PROGRAM ANALYSIS:** Shelter, Inc. provides one-time direct financial rental/mortgage assistance to low-income families to prevent eviction or foreclosure or to assist with move-in costs. These households often face a housing crisis through no fault of their own due to a temporary job loss, medical crisis or unexpected car repair. What would be an inconvenience for many is a devastating crisis for those struggling to make ends meet. For those who are currently homeless and attempting to move into housing, move-in costs are often in excess of what they can realistically afford. Preventing homelessness is far more cost-effective than helping a homeless family transition from the streets to temporary and permanent housing.

Financial assistance will be provided to 160 Urban County clients. A critical piece to the success of the program is the rental subsidies that are provided to help a client remain in (or get back into) a home. The rental assistance goes directly to the landlord, and, as rental prices have increased, the costs to assist each household have also increased. As

a result, if overall funding for the program stays the same as in years past, Shelter Inc. will not be able to serve more people.

The Homeless Prevention Program has two components: Rental/Mortgage Assistance and Prevention Case Management. Through the “Rental/Mortgage Assistance” component, Shelter, Inc. receives direct funds from federal and state sources to disburse to County residents to prevent eviction or mortgage foreclosure and to assist the homeless with move-in costs for a new residence. A case manager determines the ability of each household to maintain the proposed housing expense so that the household doesn’t find itself in a perpetual crisis or ongoing homelessness.

Through the “Prevention Case Management” component, case managers provide support and guidance to households that need help beyond one month’s rent, often due to a temporary illness or disability. The services may include small rent supplement payments and provide extensive resources through an information and referral network.

The program is eligible, feasible, and timely. Providing services to prevent homelessness is consistent with the Consolidated Plan and the Homeless Continuum of Care Plan.

## **EVALUATION CRITERIA**

1. **CONSOLIDATED PLAN PRIORITY:** Expand existing prevention services including emergency rental assistance, case management, housing search assistance, legal assistance, landlord mediation, money management and credit counseling. [H-2].
2. **CDBG ELIGIBLE ACTIVITY:** Public Services [24CFR 570.201(e)]
3. **NATIONAL OBJECTIVE:** Low and Moderate Income [24CFR 570.208 (a)(2)(i)(B)]
4. **TARGET POPULATION AND DEMONSTRATED NEED:** Shelter, Inc. provides one-time financial assistance in order to help low income families in a housing crisis. They are currently homeless or at immediate risk of becoming homeless due to a pending eviction. Program participants are generally the working poor whose income does not allow for unexpected emergencies or whose income restricts their ability to afford move-in costs. In the last year, fifty-four percent of the households served program-wide were families with at least one child under the age of 18. Thirty-three percent were single adults and thirteen percent were a family without a child under the age of 18.

## 5. FINANCIAL ANALYSIS:

		# Clients Served	\$ Per Client Served
CDBG Funds Recommended	\$25,075	160	\$157
Total Program Amount	\$800,000	460	\$1,739
CDBG % of Total Budget	3.1%		
Required Match – 50%	\$12,537		
Amount Secured	\$0		
Leverage*	\$30.9		
*Does not include other CDBG funds from other jurisdictions.			

Requested CDBG funds will be used to pay a portion of staff salaries and employee taxes and benefits. Shelter, Inc. has also requested CDBG funds from the other jurisdictions from the Consortium. Shelter, Inc. has not secured any of the funds necessary to carry out the program but has successfully done so in the past through foundations and private donations. Based on funding history, Shelter, Inc. will be able to secure the required funds to carry out the program.

6. **EXPERIENCE AND CAPACITY:** Shelter, Inc. has been operating a rental assistance program in Contra Costa County since 1986 and has received CDBG funding for this program since 1991. The Program Director has more than 20 years experience serving the housing needs of homeless and at-risk residents of Contra Costa County and will be responsible for general oversight of the program.
7. **PROGRAM READINESS AND TIMELINESS:** This is an ongoing program that is fully staffed.
8. **PAST PERFORMANCE:** Shelter, Inc. has been successful in meeting quantitative goals. While on track to meet their annual goal during the current fiscal year, (as of second quarter of the current funding year they have exceeded their annual goal), they have been late in submitting their financial reports and request for reimbursement of CDBG funds.
9. **ENVIRONMENTAL/HISTORIC PRESERVATION/RELOCATION/PREVAILING WAGE ISSUES:** Public Service activities are exempt from environmental review.