

Program Overview

Completed by kkey@bgcsac.org on 1/18/2022 1:04 PM

Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

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Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

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Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Boys & Girls Clubs of Greater Sacramento FBO: Boys & Girls Club at Sierra Vista-Stockton

B.2. Mailing Address

5212 Lemon Hill Ave Sacramento, CA 95824

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Kimberly

B.4. Last Name

Key

B.5. Email

kkey@bgcsac.org

B.6. Phone Number

(916) 392-1350

POINT OF CONTACT INFORMATION**B.7. First Name**

Kimberly

B.8. Last Name

Key

B.9. Email

kkey@bgcsac.org

B.10. Phone

(916) 392-1350

ORGANIZATION CONTACT INFORMATION**B.11. Website**

<https://bgcsac.org/our-clubs/sierra-vista-club-stockton.html>

B.12. DUNS Number

968,257,741

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B.13. EIN Number

680,338,324

B.14. Business License Number and Expiration Date

GNB3200944699 expiration 11-1-24

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

42

B.17. Number of Volunteers

55

C. Funding Request

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Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Club Connect 2022-Keeping Kids & Families Connected at Sierra Vista

C.2. Project Site Location

1700 E 11th Street Stockton, CA 95206

C.3. Funding Requested in this application

\$51,375.00

C.4. Other funds already secured for the project

\$56,667.00

C.5. Total Cost to Complete Project

\$108,042.00

C.6. Other funds not yet secured

\$0.00

D. Organization Information

Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

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D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

Our mission is to inspire and enable all young people, especially those who need us most, to reach their full potential as productive, caring, and responsible citizens. The Club provides a world-class Club Experience that assures success is within reach of every young person who enters our doors, with all members on track to graduate from high school with a plan for the future, demonstrating good character and citizenship, and living a healthy lifestyle.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	300
	300

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	125	110
Black/African American	120	0
Asian	35	0
Am. Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	20	0
	300	110

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	2
Female Headed Households	50
Seniors	25
Youth	125

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1 of 2

Homeless	0
	202

E. Project Funds

Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

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E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

1

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG			\$0.00		\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG			\$0.00		\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG	Club Connect	city	\$50,000.00	underway	\$28,495.21
FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG			\$0.00		\$0.00
FY2021/22 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

City of Stockton-proposed

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Cal Water- committed
 Raymus Foundation-committed
 Boys & Girls Clubs of America-committed
 Dignity Health-committed
 Individual donors-committed
 Downtown Sportsmen Club-committed
 Community Foundation San Joaquin-committed

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

The Boys & Girls Club at Sierra Vista -Stockton is committed to support the ongoing needs of Sierra Vista youth and families. The Club has remained a reliable source of resources and support during the toughest of times thanks to the financial support of our community partners. The Club continues to leverage funding in an effort to not disrupt critical programs and services to families most in need and 2022 will be no exception. Youth and families in Stockton need the Boys & Girls Club more than ever. As the Club continues to demonstrate the ability to provide direct services to Sierra Vista residents, support from the City of Stockton will allow the Club to keep this critical work going. If funding is less than the requested amount, the Club will work to raise additional revenue and potentially adjust the amount of supplies that are being distributed while doing its best to NOT reduce the number of families that will be supported.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

The Boys & Girls Club at Sierra Vista-Stockton is serving low-income youth and families residing at Sierra Vista's public housing community in South Stockton. There are approximately 350 youth that live at Sierra Vista and the Club currently has 100 registered members. The Club is also supporting youth that attend Aspire Charter School located at Sierra Vista and is looking to expand services to another public housing community in South Stockton (Q4 2022).

E.7. How does (will)your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Yes

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

No

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

The Boys & Girls Club continues to make health, safety, and education a top priority. The Club is able to serve youth and families throughout the community by providing Club Connect programs and services in all the ways that make it convenient for families. Whether the Club is facilitating in-person programs, community wide events or making home deliveries, the Club is responding to the ongoing needs of kids and families living at Sierra Vista.

In an effort to support families already strained budgets and ensure that families have meals over the weekend, the Club will continue to provide Club Connect Kits to Sierra Vista youth and their families. Kits will contain PPE supplies, food/snack bags, program and school supplies. Kits will be distributed on Thursday and Friday each week so that resources are available he Club will work with Sierra Vista's Resident Council to distribute supplies and determine families most in need of support.

Funding will support the Club Connect program at Sierra Vista to include: community events, staff outreach, home deliveries, and kit supplies.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

The Boys & Girls Club will track the number of youth served each week in addition to the number of family members in the household that receive services, supplies, food, and other resources.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	325

Households	0
Other	0
	325

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

The Boys & Girls Club's service delivery methods include; phone calls, emails, flyers, home delivery, in-person programs and meal pick-up, and community wide events. The Club is serving low-income families residing at Sierra Vista.

F. Project Impact

Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

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F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	325
	325

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	135	115
Black/African American	130	0
Asian	40	0
Am. Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	20	0
	325	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	5
Female Headed Households	50
Seniors	25
Youth	125
Homeless	0
	205

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	0	0	0
2020-2021 (Anticipated)	100	300	300
2021-2022	75	325	325
	175	625	625

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

The Boys & Girls Club at Sierra Vista-Stockton will support youth & families via Club Connect weekend meals. In an effort to make sure that the needs of our most at-risk youth and families are being met, the Boys & Girls Club will distribute weekend food and snack boxes each week. Every Thursday and Friday; Club youth, families, and Sierra Vista housing residence will receive a Club Connect Kit that includes meals for the weekend, snack bags, school supplies and PPE supplies. Included with each delivery will be health resources, masks and hand sanitizer for the whole family. The Club will stay connected to families and youth with weekly check-ins and deliveries providing the critical resources necessary to support Sierra Vista families.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

The Boys & Girls Club has established a new chartered location at Sierra Vista. The Club is currently serving youth out of a temporary location (at Sierra Vista) while the new Clubhouse is under renovation. The Club serves youth ages 6-18 years old in the after-school hours and summer months; providing academic support and enrichment programs designed to keep kids on track to graduate high school with a plan for their future. While the onset of COVID created challenges and uncertainty, the Club was quick to respond and has successfully developed strong ties in the community. Club Connect has allowed the Boys & Girls Club to build relationships with families while supporting their needs. The Club continues to help youth who are struggling with isolation, food insecurities, and academic challenges. Club Connect keeps kids excited about school through a weekly incentive program and parents are supported with the resources to help take care of their families; PPE supplies, food, school supplies, and health & wellness resources. While the Boys & Girls Club is serving hundreds of families, the need for additional support is far and wide. The Club will be collaborating with community partners that are also focused on serving the Sierra Vista community. By teaming up and expanding our reach, our collective efforts will support 325 Stockton youth & families every week. The Boys & Girls Club, will provide critical resources to help fill the health & wellness gaps created by the ongoing impacts of the pandemic. Resources and support will be focused on health resources, PPE equipment, and fresh food and shelf stable snack boxes to support families over the weekend.

The Club's efforts will help to mitigate food insecurities, strengthen the social and emotional health & well-being of our youth and make sure that there is equitable access to the resources that families rely on. The Boys & Girls Club plays a critical role in the community, adapting and evolving to support kids and families through the most challenging of circumstances. Now the Club will harness the power of our reputation, strength of our relationships in the community, and tremendous experience serving at-risk populations to navigate the evolving nature of COVID-19 and the road to recovery.

G. Project Narrative

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Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges**
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse**
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.**
- MAINTENANCE - Helps to ensure that clients do not decline, etc.**
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service**
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation**

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Prevention:

As part of the Club's daily programming, youth participate in Triple Play- a comprehensive health and wellness program that works to improve the overall health of the youth we serve. The Club helps youth increase their daily physical activity, teaches them about good nutrition and making healthy choices. Club Connect 2022 will provide meals for the weekend and critical health resources to youth and families who are struggling to meet their basic needs. The Boys & Girls Club will support the whole child by offering program experiences that promote physical, social and emotional well-being; in addition to the intrinsic motivation to make life-long healthy choices.

Early Intervention:

The Club's focus is to create opportunities where youth can develop, and apply essential skills, with confidence, that will ultimately lead to a sustained desire and the self-efficacy to make healthy lifestyle choices. Programming will be inclusive, culturally- and developmentally- responsive, and adaptable to meet youth and families where they are. The Club understands that there are consequences to household food insecurity for young children as it has detrimental effects on the health and development of young children. Data continues to confirm that ongoing food insecurities increase children's risk of poor school performance and subsequent health disparities. Club Connect will work to reduce the impacts of food insecurity by providing access to food and education around health and safety.

Maintenance:

Addressing food insecurity is more than just providing an afterschool snack or meal for Club members. We know youth are more likely to make healthy choices when they have access to: activities that encourage them to make healthier choices as they navigate through their day; a safe and supportive relationship with caring adults who models

healthy behaviors and attitudes; and access to critical resources that might not be readily available. The Club also understands that youth make choices based on what they learn from others. Given this, the Club has paired youth programming with complementary resources, such as the Club Connect Kit, to support the Club's ability to effectively engage families and the greater Sierra Vista community to maximize impact.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

The Boys & Girls Club continues to closely monitor the impacts of COVID-19 as it continues to impact youth and families that have headed back to school. There continues to be uncertainty, fear, and helplessness in the communities that we serve. Low income families are struggling to meet their basic needs and while vaccinations are helping to keep families protected, youth positivity rates are increasing causing disruptions in learning, anxiety, and additional financial burdens for the household. The Boys & Girls Club will serve and positively impact 325 individuals each week via its Club Connect program. This program will provide meals for the weekend and critical health resources to youth and families who are struggling to meet their basic needs. Club Connect Kits will provide critical resources and support as families navigate challenges throughout 2022. The Club's goals are to minimize the difficulties faced by our most at-risk populations by:

- Reducing food insecurities
- Increasing access to PPE supplies
- Reducing financial burdens
- Supporting physical and emotional health

The Club is in a unique position to serve youth and families during this time as Club staff have developed strong relationships with families which allow for a quick determination of the needs of the household. As we navigate beyond this crisis, the Club will be vital to helping kids and families stay healthy while also restoring a sense of safety and rebuilding the community.

Timeline/Schedule

Activity Start Date: February 2022

Program Outreach: Club staff and Sierra Resident Council members will do outreach via emails, flyers, community events and phone calls.

Weekly Club Connect distribution: Kits will distributed on Thursday and Friday from 10:00 AM - 6:30PM (day and time will be coordinated with families)

Distribution will continue through Summer 2023

Project Activity or Program Service #	Describe the Deliverable
1	Provide Club Connect Kits to 325 Sierra Vista youth and families

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

The Boys & Girls Club has successfully serving our region's most at-risk youth for over 26 years. With the Club's expansion to Stockton, we have the opportunity to broaden our reach and deepen the impact we have on youth who

need us most. The Boys & Girls Club at Sierra Vista-Stockton has been made possible because of our partnership with the Housing Authority. Since the onset of the pandemic, the Club has been providing programs and services to help minimize the academic and health gaps that have been growing over the last 18+ months.

The Club has decades of experience managing and facilitating federal grant programs as the Club has a long history working with the Office of Juvenile Justice on our prevention and intervention programs. The Boys & Girls Club has also been successfully managing CDBG funding in the City of Rancho Cordova for both the 2020 and 2021 funding cycle and was just approved for 2022 funding.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

The Boys & Girls Club at Sierra Vista-Stockton has dedicated staff that will be responsible for the Club Connect program. Sierra Vista youth and families will sign up to participate in the program and the staff at the Club coordinates everything else. Club staff will be responsible for assembling and distributing the Kits each week. The Club ensures the safety of all participants by adhering to all health and safety protocols and for families that have challenges with transportation, the Club will deliver directly to their home.

Project Deliverable #	Describe the Deliverable
1	Youth and families will be supported with critical resources to reduce food insecurities and stay healthy

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

The Boys & Girls Club measures success and effectiveness by the ongoing engagement of each participant in program and by tracking the direct impact of the program in the areas of academic success and health and wellness. Data will be collected in the Club's member tracking system along with surveys, data forms and feedback from the community at large.

The process of measuring impact is a year-round, ongoing effort. The Club will collect and analyze data to identify any needed changes so that program quality is consistent and continues to meet the needs of the community. The Club will utilize a Continuous Improvement Cycle as part of monthly and quarterly reporting. The Continuous Improvement Cycle will be an ongoing feedback loop that will include gathering information, making decisions, implementing strategies, assessing how well they work, and then adjusting or trying new strategies based on the results. The cycle is a team-based process with significant opportunities for all Club staff and program participants to actively participate and contribute input. The cycle includes: 1) assessment, 2) action planning and 3) execution.

For the Club Connect program, the Boys & Girls Club will track and measure the following data:

- Member participation: 100 unduplicated youth will be served (minimum)
- Sierra Vista families: 225 additional residents will be supported with Club Connect resources
- Parent engagement and feedback of support being received from the Club
- Completed program surveys and participation forms from both youth and parents

Program Results:

- Families are supported
- Youth develop a sense of belonging
- Reduce household food insecurities

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- Increase school attendance
- Youth increase physical activity
- Decrease disparity gaps among residents
- Increase access to critical resources

Deliverable #	Task that Support Deliverable
1	The Club will assemble and distribute Club Connect Kits to 325 individuals each week

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

The Boys & Girls Club at Sierra Vista-Stockton is serving youth and families with extremely low incomes; struggling to meet their basic needs. With the help of the Club's program, youth and families will receive resources that help to reduce the challenges that they are currently facing. Participants will benefit from weekly access to food, PPE supplies, and health and wellness resources. The Club has no eligibility requirements and is committed to serving as many youth and family members as possible.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

The Boys & Girls Club is partnering with the Housing Authority County of San Joaquin to continue to bring Club programs and services to residents at Sierra Vista. The Club serves youth ages 6-18 years old; providing academic support and enrichment programs designed to keep youth on a positive and productive path. COVID-19 has created challenges and uncertainty for Stockton's most vulnerable communities. The Boys & Girls Club continues to respond quickly by shifting its service delivery model to meet the needs of youth and families during this crisis. Youth are struggling with isolation, food insecurities, and a lack of motivation around their academics. The Club has the unique ability to reach and connect with youth whom other agencies have difficulty reaching. The Club has become a trusted partner in the community and as a result, is well positioned to meet the ongoing needs of youth and families.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

The Club is committed to the long-term sustainability of Club Connect deliveries during these uncertain times. It is important that we continue to provide youth and their families with the resources that they need to stay healthy and connected for as long as it takes. The Club continues to work with the Housing Authority, the Stockton Advisory Council, and local partners to raise funds to support ongoing Club Connect efforts. If awarded funds from the City of Stockton, the Club will continue to leverage support to keep Club Connect deliveries going. The Club has already secured funds to support the project.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

N/A

H. ESG

Completed by kkey@bgcsac.org on 1/20/2022 3:15 PM

Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:**H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.**

COVID-19 has caused numerous disruptions to the lives of our youth. These disruptions can have lasting impacts on progress our members had worked so hard to make before the onset of COVID-19. There is hope. The Boys & Girls Club at Sierra Vista is meeting the needs of Stockton youth and their families with Club Connect. Each week, families will safely receive critical resources that help to minimize the challenges created by COVID-19. 2022 Club Connect Kits include food, PPE supplies, and health & wellness resources. Kits will be distributed specifically for weekend meals as that has been identified as a need in the community.

With the support of our generous community partners we will be able to:

- Provide school supplies throughout the year
- Make wellness calls to ensure that Club kids and their families have what they need (including PPE supplies)
- Provide weekend meal boxes to help families' strained budgets.

We know that our response efforts have been successful; creating lasting impact for our Club kids and families. With continued hard work, we know that recovery is possible too. Building resilience is how we will move forward. We will continue to use the strength of our Club and our community to engage our supporters who care deeply about empowering youth to reach their full potential. We are motivated to keep going, to do whatever it takes to make sure our youth have what they need to build Great Futures. The Club's response, recovery, and resilience efforts will provide the critical support that under-served families need to navigate the ongoing impacts creates by the COVID-19 pandemic.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Completed by kkey@bgcsac.org on 1/20/2022 3:17 PM

Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

n/a

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

n/a

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

n/a

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

n/a

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

n/a

I.8. When will construction start and end? Provide a timeline with all critical milestones.

n/a

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

n/a

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by kkey@bgcsac.org on 1/20/2022 3:20 PM

Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

The Boys & Girls Club is creating access to critical resources for low-income youth and families. The Club is safely distributing weekly Club Connect Kits (at no cost) to Sierra Vista residents who are struggling to meet their basic needs.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

For residents with transportation challenges, Club Connect Kits are delivered directly to the doorsteps of Sierra Vista residence.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**
- Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.**

- Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons
- Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure
- Disaster Response:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by kkey@bgcsac.org on 1/21/2022 5:18 PM

Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

 **Project Budget *Required**

Stockton CDBG 22-23 Project Budget.pdf

 **Organization Operational Budgets *Required**

21-22 FY Budget.pdf

2022-2023projected draft budget.pdf

 **Organization Financial Statements *Required**

Boys and Girls Final 20.pdf

 **Tax Status *Required**

BGC SAC IRS Letter.pdf

BGC SAC 501c3 Letter.pdf

 **Board of Directors Roster *Required**

Stockton Advisory Council Roster.pdf

BGCSAC Board Roster 2021-2022.pdf

Articles of Incorporation/Bylaws *Required

Articles of Incorporation.pdf
BGCSAC ByLaws.pdf

Conflict of Interest Statement *Required

Conflict of Interest Statement.pdf

Organization chart *Required

BGCSAC Org Chart.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

CDBG Letter of Authorization - Board Chair.pdf

Business License Number *Required

Business license.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

Certificate (003).pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Policies.pdf

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

SAM.gov - screen shot of sam.gov registration ***Required**

SAM.gov registration.pdf

Key Program Staff Resume ***Required**

Sierra Vista Branch Manager Resume.pdf

Title Report

***No files uploaded*

Optional Documents

2021 Sierra Vista Impact Report_to print.pdf

Submit

Completed by kkey@bgcsac.org on 1/21/2022 5:24 PM

Case Id: 48634

Name: Boys & Girls Club at Sierra Vista-Stockton -

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Kimberly Key

Title

CEO

Date

01/21/2022

Signature

Kimberly Key

Electronically signed by kkey@bgcsac.org on 1/21/2022 5:19 PM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

certification.pdf

Program Overview

Completed by funding4breadoflife@gmail.com on 1/24/2022 7:37 AM

Case Id: 48597
Name: Bread of Life - 2022/23
Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
 Emergency Solutions Grant (ESG) Program
 For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by funding4breadoflife@gmail.com on 1/24/2022 7:38 AM

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

Completed by funding4breadoflife@gmail.com on 1/23/2022 7:28 PM

Case Id: 48597
Name: Bread of Life - 2022/23
Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Bread of Life

B.2. Mailing Address

P.O. Box 446 Stockton, CA 95201

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Chris

B.4. Last Name

Johnson

B.5. Email

chrisjohnson209@gmail.com

B.6. Phone Number

(209) 482-7098

POINT OF CONTACT INFORMATION**B.7. First Name**

Gina

B.8. Last Name

Valadez

B.9. Email

gina.valadez@ymail.com

B.10. Phone

(209) 471-4991

ORGANIZATION CONTACT INFORMATION**B.11. Website**

www.breadoflifeca.org

B.12. DUNS Number

71,566,266

B.13. EIN Number

-900,624,281

B.14. Business License Number and Expiration Date

22-001332100 8/31/2022

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

5

B.17. Number of Volunteers

500

C. Funding Request

Completed by funding4breadoflife@gmail.com on 1/21/2022 1:44 PM

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Bread of Life Food Pantry

C.2. Project Site Location

1006 N. Aurora St Stockton, CA 95202

C.3. Funding Requested in this application

\$90,000.00

C.4. Other funds already secured for the project

\$115,000.00

C.5. Total Cost to Complete Project

\$390,000.00

C.6. Other funds not yet secured

\$185,000.00

D. Organization Information

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

Completed by funding4breadoflife@gmail.com on 1/19/2022 9:40 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

Bread of Life's mission statement is "Bringing hope to families in times of need by providing generous amounts of nutritious, supplemental groceries to all who come regardless of race or religious affiliation. Teaching people to give by showing love and kindness to everyone who comes for food"

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	2,007
Low Income (50%-80%)	3,741
Very Low Income (30%-50%)	7,614
Extremely Low Income (Less than 30%)	37,150
	50,512

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	24,883	11,031
Black/African American	9,333	212
Asian	192	0
Am. Indian/Alaskan Native	2,035	331
Native Hawaiian/Other Pacific Islander	924	162
Am. Indian/Alaskan Native & White	558	155
Asian & White	236	41
Black/African American & White	885	128
Am. Indian/Alaskan Native & Black/African American	474	20
Other Multi-Racial	10,992	3,321
	50,512	15,401

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	13,110
Female Headed Households	20,703
Seniors	12,642
Youth	11,520

Homeless	621
	58,596

E. Project Funds

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

Completed by funding4breadoflife@gmail.com on 1/24/2022 8:21 AM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

N/A No other application is being submitted.

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

N/A Request is not for one-time funding and/or seed funding.

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG			\$0.00		\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG	Bread of Life Food Pantry	City	\$15,000.00	complete	\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG	Bread of Life Food Pantry	City	\$30,000.00	complete	\$0.00
FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG	Bread of Life Food Pantry	City	\$30,000.00	Underway	\$30,000.00
FY2021/22 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

Current committed funds include: Church/private donations \$115,000.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

Bread of Life's food pantry program will benefit greatly from a fully funded program. How the program is effected if not funded will largely depend upon the amount not funded. The program may be impacted in minor degrees such as continuing to use old less efficient equipment or delay in repairs but a large shortage may result in a decrease in services provided including limiting drop off services.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

Although Bread of Life's service area is not strictly defined, we have provided services throughout San Joaquin County and neighboring counties. We began our organization in Stockton to provide the large majority of our services within the city of Stockton (over 90%)

E.7. How does (will)your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

No

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

No

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS

Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

Stockton CDBG funds will be used to help cover general costs for Bread of Life's Food Pantry Program, including rent for our warehouse space, wages for managing and implementing day to day operations including deliveries of food donations and running drop off and pick up events, utility costs for the programs warehouse space, insurance, IT, trucking and supplies. All the funds will directly support the day to day operations of our Food Pantry Program.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

The primary unit of service is the number of food boxes provided to the clients. We will also track the average weight of food provided (average box weight). This will allow us to calculate total amount of food provided.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	55,000
Households	0
Other	0
	55,000

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

Bread of Life will continue to reach out to the community to inform those in need of our services. Our strategy for 2022 includes social media outreach and digital information including a revised website, and updated client information. We have added staff to increase the number of outreach events held monthly in low income areas within the city of Stockton. Partnering with multiple agencies will allow us to reach more limited English speakers and the disabled population throughout the city. We project an increase of diverse clients by 10%.

F. Project Impact

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

Completed by funding4breadoflife@gmail.com on 1/24/2022 8:04 AM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	2,300
Low Income (50%-80%)	4,200
Very Low Income (30%-50%)	7,500
Extremely Low Income (Less than 30%)	41,000
	55,000

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	27,250	11,550
Black/African American	9,910	220
Asian	200	0
Am. Indian/Alaskan Native	2,150	340
Native Hawaiian/Other Pacific Islander	800	175
Am. Indian/Alaskan Native & White	590	160
Asian & White	250	50
Black/African American & White	1,000	150
Am. Indian/Alaskan Native & Black/African American	500	30
Other Multi-Racial	12,350	3,200
	55,000	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	13,500
Female Headed Households	21,000
Seniors	13,200
Youth	12,000
Homeless	650
	60,350

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	90	32,500	30,000
2020-2021 (Anticipated)	140	55,000	50,512
2021-2022	165	65,000	55,000
	395	152,500	135,512

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

Bread of Life's Food Pantry provides supplemental food to families and individuals in need of additional food support. We accomplish this through a basic two-step process of receiving donated food products and then box the items to be distributed at our drop off or pick up events.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

The need for service was determined simply by the response we receive for our services. There is a continued need due to the population growth and the increased housing costs and increased cost of living in Stockton. Stockton's poverty rate at 22.4% continues to be well above the states rate, indicating a higher number of individuals and families struggling to make ends meet.

G. Project Narrative

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

Completed by funding4breadoflife@gmail.com on 1/24/2022 8:27 AM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges**
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse**
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.**
- MAINTENANCE - Helps to ensure that clients do not decline, etc.**
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service**
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation**

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Bread of Life's food pantry benefits the populations listed above by providing low income families and individuals with supplemental food sources to help them better manage limited resources in difficult times. Many of our clients are at the brink of homelessness, trying to make ends meet in any possible way. Our program is a resource for families to help assist them. We provide service to anyone who requests help, eliminating the need to "prove" a clients need, making accessibility to help easy and without shame, allowing families to stabilize their situation before it becomes worse.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

Bread of Life's main activity is a year round food pantry service. We receive estimated 3.5 million pounds of food donation from local food distributors and farming/packing facilities per year. Food donations are received by the truck load, typically several times a week. These donated items are sorted and then stored in our warehouse. Our few employees then work with are large number of volunteers to repack food items into boxes for distribution to individuals and families who either request a drop off or come to one of our food pick up events. Additionally, surplus food supplies are often shared with other local non-profits to distribute in their programs. Bread of Life also works with other support services to assist with food drop off, especially during COVID, a practice that, if possible, will remain in place as a means to service those unable to attend our food pick-up events. Our goal is to provide as much food assistance as possible to those in need. This depends on a number of factors, including food donation availability,

storage capacity and request for food assistance. Currently, our staff and volunteers drop off food boxes approximately days 5-6 days a week and we run our pick up drive thru events 15-20 times per month between the hours of 8:00am and 1:00pm.

Project Activity or Program Service #	Describe the Deliverable
1	We have increased our monthly events to multiple drive thru locations (15-20) in social economic areas in Stockton. We average 85-100 families at each event for a total of 1,700 families per month receiving approx. 127,500 lbs of groceries.
2	Our goal is to increase our program by 10%.

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

Bread of Life has received grants from both the City and County for numerous years. Through these grants we have worked cooperatively with grantors to follow grant agreement requirements to develop our food pantry program.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

Our dedicated board, staff and volunteers work tirelessly to make our program happen. Our paid staff typically receive and organize donated food product with the help of volunteers. Then the same team, with an even larger set of volunteers, will create the donation boxes and provide them through various drop off and pick up events.

Project Deliverable #	Describe the Deliverable
1	The program is overseen by Executive Director Chris Johnson. Chris will reach out to community leaders to identify the populations most in need.
2	We are revamping our website to publish dates and locations of our grocery distribution events. We are active social media to draw attention to low-income Stockton residents.
3	We have an active board that participates at events distributing grocery boxes throughout the month. With 5 paid staff and approx. 40-45 monthly volunteers we plan to increase our program by 10%.

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

Our measure of success is the people we serve! Our hope and expectation is to be able to run as effectively and efficiently in 2021. We hope to be able to maintain or increase the number of clients served, if the need is there for our services. We hope to increase outreach with both clients and to increase cooperative efforts with other local non-profit organizations.

Deliverable #	Task that Support Deliverable
1	We use a mobile app to register clients at each event. We plan to follow up with our clients throughout the year to let them know we care about their needs and to see if we can offer additional assistance.

2	Our hope is to develop trusting relationships with our partner locations and clients to ensure people in Stockton are not going hungry.
---	---

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

Our program does not directly target any special group for our program but our general outreach is simply to "people and families in need of assistance" and the large majority of those that receive our services are individuals and families that are in the low to very low income category and self identify as struggling to "make ends meet". We do not have any eligibility requirement to receiving services from our food pantry.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

Although Bread of Life's food pantry is similar to other services in our area, we differ in several areas: we do not require an appointment for services, accessibility is free and easy, we do not have any requirements for service, and we provide drop-off service to those that can not make it to one of our pick up event locations.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

At Bread of Life, we strive to utilize our resources to fullest potential. The majority of our labor force are volunteer efforts including that of our main personal running our food pantry services. We also receive the vast majority of our food items through generous donations. Our assurance is providing donated items to those in need has resulted in enormous and continuous donation of products and volunteer efforts. Over the past decade, we have continued to grow as a nonprofit that is supporting our community. We strive to continue in our growth and organizational efforts to continue providing our services to all those in need.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

To our knowledge, none of our employees sit on any community boards, commission or committees that would result in a potential conflict of interest. Neither do any of our current board members currently work for the City of Stockton or act as a City of Stockton Council member.

H. ESG

Completed by funding4breadoflife@gmail.com on 1/24/2022 10:04 AM

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

I. Public Facility Project

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

Completed by funding4breadoflife@gmail.com on 1/21/2022 4:54 PM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

n/a

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

n/a

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

n/a

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

n/a

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

n/a

I.8. When will construction start and end? Provide a timeline with all critical milestones.

n/a

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

n/a

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

Completed by funding4breadoflife@gmail.com on 1/24/2022 10:15 AM

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

Bread of Life provides information to our consumers through our website and outreach, such as social media and fliers. We are pursuing a more assertive outreach program including increased social media, emails, and coordination with other local nonprofits. We address barriers that may limit access to our services in several ways. We are eliminating barriers by distributing groceries either by direct drop off (as we did during the height of the pandemic) and by transporting boxed groceries to approximately 19 different locations, making our locations easily accessible to our recipients. We are continuing to expand our network of drop off locations to enhance availability to all.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

As stated in above (J.2.), Bread of Life's food pantry offers food pick up events at several sites throughout Stockton. We are always looking to add additional pick up locations, especially if we are able to work with other organizations to provide additional service locations.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**
- Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and**

very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

Completed by funding4breadoflife@gmail.com on 1/24/2022 2:34 PM

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers 'Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

Printed By: Kayla Martin on 4/1/2022

1 of 4

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

2022 CBDG Project Budget.v1.xlsx

Organization Operational Budgets *Required

2022 Operating Budget.xlsx

Organization Financial Statements *Required

2022 Profit and Loss Report.pdf

Tax Status *Required

IRS non profit tax id letter.pdf

Board of Directors Roster *Required

2022 Directors pg 1.docx

Articles of Incorporation/Bylaws *Required

Bylaws.pdf

Articles of incorp.pdf

Conflict of Interest Statement *Required

43689_Conflict-of-Interest-Policy-BOL.docx

Organization chart *Required

2022 Organizational Chart.docx

Board of Directors' authorization to request CDBG/ESG funding *Required

2022 Board of Directors Authorization to Request Funding.docx

Business License Number *Required

2022 business lic.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

2022 City of Stkn COI A.pdf

2022 City of Stkn COI B.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

2022 Bread of Life.Grievance Policy.docx

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

Grupe rental agreement.pdf

Evidence of Site Control

***No files uploaded*

SAM.gov - screen shot of sam.gov registration ***Required**

2022 Sam registration.pdf

Key Program Staff Resume ***Required**

Chris Johnson Resume.doc

Title Report

***No files uploaded*

Optional Documents

***No files uploaded*

Submit

Completed by funding4breadoflife@gmail.com on 1/24/2022 2:39 PM

Case Id: 48597

Name: Bread of Life - 2022/23

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Gina Valadez

Title

President

Date

01/24/2022

Signature

Gina Valadez

Electronically signed by funding4breadoflife@gmail.com on 1/24/2022 2:34 PM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

2022 Signature page.pdf

Program Overview

Completed by lpedraza@chsstk.org on 1/10/2022 4:50 PM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by lpedraza@chsstk.org on 1/21/2022 4:22 PM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

Completed by lpedraza@chsstk.org on 1/21/2022 4:24 PM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Children's Home of Stockton

B.2. Mailing Address

430 N. Pilgrim Street Stockton , CA 95205

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Joelle

B.4. Last Name

Gomez

B.5. Email

jgomez@chsstk.org

B.6. Phone Number

(209) 395-3525

POINT OF CONTACT INFORMATION**B.7. First Name**

Joelle

B.8. Last Name

Gomez

B.9. Email

jgomez@chsstk.org

B.10. Phone

(209) 395-3525

ORGANIZATION CONTACT INFORMATION**B.11. Website**

www.chstockton.org

B.12. DUNS Number

80,123,839

Printed By: Kayla Martin on 4/1/2022

B.13. EIN Number

940,382,320

B.14. Business License Number and Expiration Date

21-00051543

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

87

B.17. Number of Volunteers

40

C. Funding Request

Completed by lpedraza@chsstk.org on 1/21/2022 4:32 PM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Children's Home of Stockton's Catalyst Program

C.2. Project Site Location

430 N. Pilgrim Street Stockton, CA 95205

C.3. Funding Requested in this application

\$200,000.00

C.4. Other funds already secured for the project

\$207,800.00

C.5. Total Cost to Complete Project

\$1,217,280.00

C.6. Other funds not yet secured

\$1,009,480.00

D. Organization Information

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

Completed by lpedraza@chsstk.org on 1/24/2022 12:53 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

For 140 years, Children's Home of Stockton has provided at-risk youth an opportunity for a productive life through treatment and education in a safe, nurturing environment.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#).)

Income Limits	Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	140
	140

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	78	35
Black/African American	56	2
Asian	3	0
Am. Indian/Alaskan Native	2	0
Native Hawaiian/Other Pacific Islander	1	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	0	0
	140	37

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	0
Seniors	0
Youth	140
Homeless	0

E. Project Funds

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

Completed by lpedraza@chsstk.org on 1/24/2022 1:30 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

1 of 2

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

one-time funding

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	N/A	N/A	\$0.00	N/A	\$0.00
FY2017/18 ESG	N/A	N/A	\$0.00	N/A	\$0.00
FY2018/19 CDBG	N/A	N/A	\$0.00	N/A	\$0.00
FY2018/19 ESG	N/A	N/A	\$0.00	N/A	\$0.00
FY2019/20 CDBG	Purchase of CHS Cafeteria Tables/Stools	City	\$22,497.36	Complete	\$0.00
FY2019/20 ESG	N/A	N/A	\$0.00	N/A	\$0.00
FY2020/21 CDBG	N/A	N/A	\$0.00	N/A	\$0.00
FY2020/21 ESG	Catalyst Program	City	\$1,500,000.00	Underway	\$1,416,011.00
FY2021/22 CDBG	N/A	N/A	\$0.00	N/A	\$0.00
FY2021/22 ESG	Catalyst Program	City	\$1,500,000.00	Underway	\$819,544.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

The City of Stockton funded 1.5 million from ESG/CV funding for our Catalyst Program from April 1, 2021, until September 30, 2022. This is an 18-month grant contract. The current City of Stockton contract is attached. We do not have any committed funding sources after September 30, 2022, but will continue to pursue funding and secure donations to support our Catalyst Program. We are applying for the City of Stockton's ESG funding along with a San Joaquin County CDBG grant funding request for our Catalyst Program.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

The only current funding source for Catalyst is the City of Stockton's ESG/CV funding. If we do not receive ongoing funding and support for Catalyst, we will not have the ability to sustain our program and will be forced to close Catalyst and displace 18 homeless youth.

Private grants and fundraising efforts such as special events and campaigns help to supplement public funding for Catalyst. CHS will apply annually for public and private funding to support Catalyst. However, funding from government sources can fluctuate greatly and be unreliable from year-to-year, pending the federal and state budgets. The pandemic has resulted in an increased demand for services and the opening of Catalyst has provided immediate shelter and safety for 18 homeless youth. Any loss of funding could affect the core operations for Catalysts, and downsizing the program could be a possibility, leaving at-risk youth homeless and without supportive services. All three Catalyst homes operate 24-hour programs requiring round-the-clock staffing. Over the past year, Catalyst has been operating at capacity. If funded for less than the requested amount, the agency will seek out additional streams of public and private funds to help offset the funding deficit. However, Children's Home of Stockton may be forced to reduce beds and services at Catalyst. Catalyst (and the safety and services they provide) are often the only thing standing between youth and homelessness. Children's Home of Stockton Catalyst Program is a necessary resource for the health and safety of homeless youth.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

Children's Home of Stockton's Catalyst Program serves homeless youth who are identified and referred from within the City of Stockton. Catalyst will accept you who are from the City of Stockton or from San Joaquin County. A Referral Committee was created to introduce this new resource to the community and help to refer Transition Age Youth to the Catalyst program. The committee is made up of local community-based organizations who serve the Transition Age Youth (TAY) experiencing homelessness in the City of Stockton, law enforcement, city and county departments, system providers, school liaisons to name a few. In addition, we work with local businesses and employment development programs to find employment in Stockton for our youth.

Since the opening of Catalyst, it is the largest housing program for homeless youth in the City of Stockton with 18 beds. Only one other program exists for this specific population with eight beds.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area

benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently “self-certify” on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Yes

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Our Catalyst Program serves Transition Age Youth ages 18-24 who have a need of Transitional Housing and are of extremely low-income. Without our programs, these clients would be homeless on the street or at-risk of becoming homeless.

Homeless youth: During the 2021/2022 fiscal year, Children’s Home of Stockton will have served 18 individuals in Catalyst first year of opening the program for homeless youth. Every current Catalyst participant knows at least one homeless youth who is not receiving services, and a waiting list exists at any given time. Homeless youth are often “invisible” to the official entities that track such data and, until recently, no count of homeless youth in the county has been available. The Federal No Child Left Behind Act now requires that schools report the number of homeless students enrolled. In the 2019/2020 school year, San Joaquin County Office of Education reported a total of 2,648 homeless youth enrolled in their schools. It is estimated that there are at least 150 youth on the streets in San Joaquin County every night. Homeless youth have often run away from home due to abuse or neglect, and they are at high risk for substance abuse, poor physical and mental health, sexual abuse and assault, physical abuse and unsafe sexual practices.

Most youth staying at Catalyst have no income, or income from low-income households. Many have run away from home because they were abused or neglected, and many have victimized or forced into prostitution on the streets. At Catalyst, they find a safe place and have their basic and unique needs met. As they learn that there are adults they can trust and they receive supportive services, they begin to see their own potential and have hope for their futures.

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

Yes

Catalyst participants self-refer or are referred through community partnerships who work with the extremely low-income, at-risk, and homeless Transition Age Youth in our community. We enter data in the Homeless Management Information System (HMIS) which documents their participation in the program and tracks them within the community. In addition, we are members of the Community Care Network (CCN) of San Joaquin County for referrals. CCN is designed to help address the 80% of non-clinical factors impacting individual's health. CCN is a product of United Way of San Joaquin County, 211, and Dignity Health who are working on a community-wide technological solution initiative to help address the social determinants of health that are greatly impacting individual's ability to live their best lives.

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

CHS intends to use the City of Stockton CDBG/ESG funds to fund a portion of the Catalyst Program. In 2021, Children's Home of Stockton, in collaboration with United Way of San Joaquin County, and funding provided by the City of Stockton, opened Catalyst, a 12-bed Transitional Housing Program for homeless Transition Age Youth (TAY) ages 18-24. The purpose is to provide supportive housing, workforce development, mental health services, case management, education, and resources to other services. The goal is to help prevent youth homelessness and establish self-sufficiency and find permanent housing for Participants as they exit Catalyst. Providing a supportive safe place for our TAY participants allows them to focus on continuing their education or finding employment rather than surviving the streets and being vulnerable to risky and dangerous situations. This funding will be applied to sustain our Catalyst Program, which now has the capacity to serve 18 Transition Age Youth concurrently.

Catalyst fills a critical need in our community help prevent and end youth homelessness. It meets the shelter and service needs of Transition Age Youth who are required by circumstance to live on their own. Many have aged out of the foster care system and are still in need of support including a safe place to live with basic needs met so they can focus on their mental health, employment, or education. Many of our Transition Age Youth have experienced childhood trauma, homelessness, couch surfing, or living in their car. They have endured lack of family support, basic needs for survival, food insecurity and community connection. Many are high school dropouts and without this opportunity they are at risk for continuing the cycle of poverty and crime. Often this age group of 18-24 doesn't qualify for other shelter or housing services. Before the opening of Catalyst, there were only eight beds for homeless youth in the City of Stockton.

Catalyst gives its participants safe and stable accommodations in a family-style setting while surrounding them with the services they need to achieve independence. Transition Age Youth participants take charge of their case management and transition planning in conjunction to being provided access to services, which are facilitated by dedicated staff including the following: Youth Services Director, TAY Coordinators, TAY Clinicians, TAY Coaches, and TAY Outreach Workers. In addition, referrals and contacts for youth are made to agencies that CHS has formal and informal partnerships with throughout the community. CHS operates in a culturally sensitive, trauma informed environment with case management, mental health, vocational and educational services tailored to each participant's individual needs, strengths, and growth opportunities.

Catalyst uses a Positive Youth Development and a Trauma-Informed approach, in conjunction with Evidence-Based Practices to increase youth safety, well-being and self-sufficiency. With the support of Catalyst staff, TAY participants can build permanent connections with caring adults and build strong ties to their community. Youth play a key role in program planning and work in partnership with staff.

Transition Age Youth participants have opportunities for meaningful community involvement activities as well as

support in setting and achieving educational and employment goals. Youth can make positive developmental progress as a result of life skills training, counseling support, and the availability of appropriate services. The TAY Coordinators, TAY Coaches, and TAY Outreach Workers work collaboratively with TAY participants to develop comprehensive written transition plans, enabling youth to successfully exit the shelter and achieve safety and stability. Aftercare services ensure follow-up and ongoing support to help youth maintain independence up to six months after they leave the Catalyst Program. Transition Age Youth participants can stay in the Catalyst Program as long as they need to achieve their personal goals within their individual timelines established upon intake. The end goal is to reduce the percentage of Transition Age Youth who are homeless in the City of Stockton. That is why funding from City of Stockton is so imperative.

We collaborate with community organizations and local employers to assist our Transition Age Youth with finding steady employment. One example of this, is the relationship we have with Food-4-Less, which has become a direct pipeline for our Catalyst TAY participants who need employment.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

The primary unit of service is hours of case management for the services provided. Our performance indicators are as follows:

1. Percentage of TAY participants served.
2. Percentage of TAY participants receiving Transition Planning and needed Aftercare services.
3. Percentage of TAY participants transitioning to stable and permanent living situations.
4. Percentage of TAY participants who demonstrate improvement in basic life skills and increased self-sufficiency and independence.

Catalyst TAY Program measures success in many ways just as each Transition Age Youth is unique. For all individuals our goal is to provide safety, transitional housing, and more independence through supportive services and resources. To that end, we measure the effectiveness of our efforts by:

1. Intake Assessment and Exit Survey. We will conduct an initial Intake Assessment and exit satisfaction surveys with TAY participants. Results are used to affirm and to improve practices and services to our Transition Age Youth.
2. Use of the Transition to Independence Process (TIP) Model. The use of the TIP Model will track the effectiveness of services by measuring the participant's progress in the program and attainment of individual goals.
3. Positive Audits. Completion of successful audits and site visits through the City of Stockton. Reviews will reflect the Catalyst Program's ability to provide a safe and motivating environment that meets the differing needs of the Transition Age Youth.

If awarded, we will continue to submit invoices for budgetary items along with required data into the Homeless

Management Information System (HMIS) for services of case management. All our key program staff have been trained and are experienced in tracking the program and submitting what is necessary.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	18
Households	0
Other	0
	18

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

Children's Home of Stockton collaborates with other local nonprofits, government entities, medical facilities, law enforcement agencies, service clubs and the business community to conduct outreach, raise awareness, and let those in need know about the services the agency offers. Information about CHS' services is advertised through print materials handed out at events and distributed in the community, on the agency's website, in press releases, and radio PSAs.

CHS continues to work to provide trauma informed, culturally sensitive services that are responsive to the growing need of the county's diverse population.

Catalyst provides housing and supportive services to 18 homeless youth concurrently. Our Catalyst Program is staffed round-the-clock and operates 24 hours a day, 7 days a week, 365 days a year. Catalyst will provide basic necessities, specific services tailored to homeless transition age youth, and case management or exit planning to help participants reach their goals.

Besides providing transitional housing to at least 18 youth aged 18 to 24, Catalyst provides food, clothing and basic necessities; individual therapy, life skills training, vocational learning opportunities, and support groups. Catalyst helps youth work toward their educational goals and secure employment and permanent housing. Clinicians work with youth to identify barriers in their lives and overcome past trauma. TAY Coaches work with youth to take steps toward independence and prepare to exit Catalyst and become self-sufficient.

United Way of San Joaquin County has partnered with Children's Home of Stockton to assist with the marketing and outreach of the Catalyst Program, which includes assisting CHS in developing ways to showcase the success of the program, highlight TAY participant stories, track outcomes and market the Catalyst Program within the community to increase referrals.

Children's Home of Stockton created a Catalyst Referral Committee made up of collaborative partners, including the City of Stockton, City of Stockton Police Department, Women's Center Youth & Family Services, Child Abuse Prevention Council, Delta College, Family Justice Center, Stockton Shelter for the Homeless, and many more, to identify potential Transition Age Youth who are facing homelessness or at risk of becoming homeless. These partners interface on a weekly basis with those in need of shelter and supportive services like the Catalyst Program.

Our Catalyst Program has dedicated TAY Outreach Workers who provide "boots on the ground" work and outreach to those Transition Age Youth ages 18-24 in Stockton who need our program. They collaborate with other community agencies to find information about how TAY homeless youth can be referred to Catalyst.

In addition, Children's Home of Stockton as a non-profit organization does outreach to the community in several ways. We mail annual campaign letters, an impact report, and holiday cards each year to a donor base of over 8,000 community members. Also, CHS has a website and utilizes social media platforms to bring awareness to its programs and services. Our in-person large community tours are on hiatus due to COVID-19, but we do offer virtual tours.

F. Project Impact

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

Completed by lpedraza@chsstk.org on 1/24/2022 12:54 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	18
	18

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	10	5
Black/African American	5	0
Asian	0	0
Am. Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	1	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	2	0
	18	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	0
Seniors	0
Youth	0
Homeless	18
	18

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	145	52	145
2020-2021 (Anticipated)	140	34	140
2021-2022	158	52	158
	443	138	443

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

CHS would continue to sustain operations and services for its Catalyst Program which includes providing shelter and supportive services for up to 18 Transition Age Youth age 18-24 who would otherwise be homeless or at-risk of homelessness. Catalyst offers supportive housing, workforce development, job readiness, mental health services, case management, education, and resources to other services so TAY homeless youth can achieve self-sufficiency and permanent housing.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

Children's Home of Stockton is celebrating its 140th anniversary. CHS has been in existence since 1882. It is the largest licensed Short-Term Residential Therapeutic Program in San Joaquin County, that has been serving at-risk foster youth in San Joaquin County and throughout California. We have remained strong in our mission to provide the highest quality of care to serve the needs of a vulnerable population of youth in our community.

When our Short-Term Residential Therapeutic Program youth leave CHS, we ensure they have a Transition Aftercare plan in place and provide supportive services for our youth and their families for up to six months after they leave our care. But for many high-risk foster youth who age out of the system at age 18, that is not the case. Our Catalyst Program is needed because it addresses San Joaquin County's growing housing crisis and barriers regarding homeless youth that has only been exacerbated by COVID-19. We formed the Catalyst Referral Committee with local community organizations who serve the TAY homeless population and see a direct need for our program. It serves as a direct way to provide outreach and identify TAY participants who are eligible for our Catalyst Program.

Homelessness in San Joaquin County is an ever-present challenge. According to the 2020 San Joaquin County's Strategic Plan and the Continuum of Care's (CoC) Point-in-Time (PIT) Count, from 2015 to 2019, the number of people identified as experiencing homelessness has increased dramatically. It has grown from 1,708 to 2,631 individuals, an increase of 56%. It found that 5.6% of people experiencing homelessness were Transition Age Youth (TAY) between the ages of 18 and 24 years (148 out of 2,631). According to the San Joaquin Continuum of Care, 2019 Homeless Census and Survey, Data Dashboard, the number of people who are experiencing unsheltered homelessness is highest in Stockton (921 individuals). This is not surprising given that Stockton is the largest city in the county and is also the hub for many of the services available in San Joaquin.

The PIT Count may also be an underrepresentation of the young adults facing homelessness. In 2018, San Joaquin County's Homeless Management Information System (HMIS) tracked a total of 1,000 homeless individuals 18 to 24

years old who were provided services. This proves there aren't enough shelters or beds to accommodate the need.

We opened our Catalyst Program because of the significant need for Transition Age Youth within the community to have continued support which includes immediate housing, case management, counseling, mental health services, life skills training, workforce development, assistance with workforce development, job search and preparation, assistance with continued education, and referrals to substance abuse treatment, or other necessary programs. We understand that in addition to safe housing, Transition Age Youth with extensive histories of homelessness often require comprehensive service engagement and relationship-building with supportive staff to establish a foundation of trust and rapport so they can successfully exit homelessness permanently. Our hope for every Transition Age Youth participant is to establish self-sufficiency and permanent housing as they leave the Catalyst Program.

G. Project Narrative

Completed by lpedraza@chsstk.org on 1/24/2022 10:25 AM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

CHS opened its Catalyst Program, a Transitional Housing Program for homeless Transition Age Youth (TAY). We are addressing the homeless crisis for these young adults by preventing them from living on the streets without easy access to services where they remain at-risk of suffering additional trauma, substance abuse, human trafficking, mental health crisis, becoming victims of crime, and poverty in addition to physical health risks.

The Catalyst Program will provide shelter and supportive services for up to 18 Transition Age Youth who are accepted into the program. The purpose of our Catalyst Program is to provide supportive housing with constant staff support, workforce development, mental health services, case management, education, job training, and linkages to other services for unsheltered Transition Age Youth ages 18-24 years old, experiencing homelessness or at-risk of becoming homeless.

By identifying the needs of our at-risk youth and Transition Age Youth participants and offering them direct services or referrals to direct services within our community we are providing early intervention. Our Catalyst Program houses and assists Transition Age Youth ages 18-24 experiencing homelessness or at-risk of becoming homeless. Through early intervention services we are transitioning clients toward a better living situation and providing housing, preventing homelessness, and helping them to build a solid foundation so they can progress to living independently and become self-sufficient.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be

Printed By: Kayla Martin on 4/1/2022

1 of 5

submitted with the application.

Our proposed project includes continuing our services and placement for our TAY population in our Catalyst Program. This program has been in existence since April 2021. There is no implementation time if we receive funding from the City of Stockton. We would begin our grant year on July 1, 2022, and funding would end on June 30, 2023. There are staff on-site to support the TAY participants including a Youth Services Director, TAY Coordinators, TAY Clinicians, TAY Coaches, TAY Outreach Workers. Maximum amount of time a Transition Age Youth could spend in the Catalyst Program is 12 months or by their 25th birthday, whichever occurs first.

Catalyst participants reside in fully furnished 3-bedroom houses (2 per room) which includes a laundry room, two bathrooms, large communal areas, and a secure parking lot. We employ a Resource Officer for security purposes. Participants are provided food, clothing, hygiene items, have access to computer stations with printers and Wi-Fi, access to an on-campus gym, pool, and community activities. The program services include life skills, mental health counseling, educational assistance, career assistance, and transportation assistance.

We accept referrals from those participants who either self-refer or a who are referred by another organization. Participants must complete an application and within 24-48 hours our staff will contact the potential TAY participant to set up a time to interview them. During their interview staff will assess the TAY participant to see if the Catalyst Program would be a good fit for them. There is limited space and applications are accepted on a rolling basis. We currently have a waitlist.

The case management they receive includes goal setting in all areas of employment, housing/living situation, education, community involvement/social skills, personal effectiveness/health and wellbeing, and finally, emotional and behavioral wellbeing. We follow an evidence-based model called the Transition to Independence Process (TIP) model which includes future planning based on individual strengths, needs, and goals. Case management begins when they enter the program and receive constant staff support in the home. Strengths, needs, and goals are assessed and updated weekly during case management with their respective TAY Coaches. They learn basic living skills, participate in daily chores, food shopping, financial literacy, and individual/group therapy as they cohabitate with their peers in the house.

Again, Transition Age Youth participants can stay in the Catalyst Program as long as they need to achieve their personal goals within their individual timelines established upon intake. As each TAY participant reaches their goals, they will acquire what is needed to graduate the program successfully. Once their goals are completely met and they are ready to transition, they will receive assistance with Transitional needs for up to six months.

Project Activity or Program Service #	Describe the Deliverable
1	see above

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

CHS has been in existence for 140 years serving at-risk youth. It has a sterling reputation and continues to grow in service provisions to meet the needs presented by an ever-changing population.

We are proud of our accomplishments as the largest 34-bed STRTP in Stockton, licensed by the State of California Department of Social Services, and nationally accredited by the Council on Accreditation. In January 2019, CHS was certified by the San Joaquin County Behavioral Health Services as a Medi-Cal Provider offering Specialty Mental Health

Services. We have a highly successful Transition Aftercare program that ensures our youth and their families' individual needs are addressed and that they have a successful transition out of the foster care system.

In 2021, we initiated our HOPE (Healing, Overcoming & Providing Empowerment) Program which provides outreach and coordinated supportive services to foster youth ages 12-18 years old who are identified as Commercial Sexual Exploitation of Children (CSEC) or who are at risk of being trafficked. This program specifically addresses the needs of the upward trending population of CSEC youth we serve and ensure safety and resources while in our care. We can address the high risk needs of this population of youth, by creating a stronger infrastructure of supportive services for our CSEC population.

Our latest accomplishment of 2021 was the creation and implementation of our Catalyst Program which is a partnership with United Way of San Joaquin County and funding provided by the City of Stockton. We were able to staff our Catalyst Program with employees who have longevity working at Children's Home of Stockton and expertise in working with this population of at-risk individuals. Our staff are Trauma-Informed and provide culturally sensitive care.

Our program leadership team includes a seasoned Youth Services Director with over 13 years of experience working with the at-risk homeless youth population in areas of prevention education and Transition Aftercare support. This is followed by a TAY Transition Coordinator with over 30 years' experience working with at-risk homeless and foster youth. (We are currently recruiting a second TAY Coordinator.) Our TAY Clinicians combined have over 35 years of experience in providing services to at-risk youth, homeless youth, and foster youth. Our TAY Coaches and Outreach workers have worked within the community and with the at-risk homeless population for multiple years. All our Catalyst Staff are caring and dedicated advocates for the clients we serve.

Currently, we don't have any Federal Grants but manage several private and public grants for our programs and services including a San Joaquin County Non-Government County General grant for our Transition Aftercare Program, a City of Stockton HHAP 1 grant and San Joaquin County HHAP 2 grant for our HOPE Program, a San Joaquin County Behavioral Health Services grant to provide Specialty Mental Health Services and City of Stockton's ESG/CV funding for our Catalyst Program. We serve up to 140 youth per year who reside in our STRTP and up to 18 TAY participants in our Catalyst Program. We employ 87 staff (and growing) and operate on a \$8.6 million dollar budget. We have the capacity to continue implementation of this existing program, provide timely quarterly reporting and ensuring the funds will be spent appropriately.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

Our Catalyst Program has been in existence since April 2021 and services have been ongoing. There is no start-up time required. Continuation of this program is facilitated by a Youth Services Director, who oversees the program, TAY Coordinators who provide day-to-day house and program supervision, TAY Clinicians who provide clinical services, TAY Coaches who provide mentorship and case management to Transition Age Youth participants, and TAY Outreach Workers, who assist the TAY Coaches but also facilitate marketing and outreach efforts throughout the community. Our Transition Age Youth participants have full access to each service as part of their stay.

In addition, we have support from United Way of San Joaquin County who helps to disseminate information throughout the community regarding services for Catalyst and how potential participants can gain access to our programs and services. Finally, the Catalyst Referral Committee actively refers TAY participants within the City of Stockton to the Catalyst Program.

Project Deliverable #	Describe the Deliverable
1	see above

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

We will measure the effectiveness of our Catalyst Program by the number of TAY participants we are able to provide critical services to and continue to provide Transitional Housing services for. Their success will be measured by tracking the Transition Age Youth's progress and achievement of their transitional goals. We also look at how they achieve independence and transition to more permanent housing when they leave. Finally, we measure the basic life skills that they improve upon or obtain while in our program. We track their data in the Homeless Management Information System (HMIS) and submit quarterly reports to the City of Stockton. We have attached the Scope of Work to this application explaining the objectives, activities, outputs, outcomes, and impact we expect to track for the Catalyst Program and its TAY participants.

We document their success stories through our social media, marketing pieces, Impact Reports, and website. The results we expect to achieve are to continue operations as we always have and provide needed services for our TAY participants so that each one can succeed in becoming self-sufficient, find permanent housing, and establish employment before they transition out of our Catalyst Program.

Deliverable #	Task that Support Deliverable
1	see above

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

The Transition Age Youth we serve in our Catalyst Program are 18-24, homeless or at-risk of homelessness, and in need of services where they will receive job preparation, assistance with enrolling into college or trade school, strength-based planning services, learn independent living skills, group therapy, mentorship, and guidance in achieving goals for becoming more independent adults and transitioning to more stable living situations. To be eligible for our program they must be 18-24 and experiencing homelessness or at-risk of becoming homeless. They may self-refer or be referred by another agency. We interview applicants to become familiar with their situation and to decide whether the Catalyst Program is the right fit for them.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

Based on the San Joaquin County Continuum of Care and Point-in-Time Count regarding homeless youth and young adults, there are very limited resources within the City of Stockton. We are the largest Transition Age Youth (TAY) shelter in the city. In addition to Catalyst (18 bed capacity), only one other provider offers eight beds to homeless TAY youth in the City of Stockton.

Our Catalyst Transitional Housing Program serves male, female, transgender, and LGBTQ TAY clients, ages 18-24. Most places that offer services and shelter for the TAY population are limited to age 21. Our TAY participants have access to a Youth Services Program Director, TAY Coordinators, TAY Clinicians, TAY Coaches, TAY Outreach Workers, and a Resource Officer for safety. They are provided supportive services, vocational opportunities, and referrals for outside

community resources.

Catalyst is a partnership with the City of Stockton and United Way of San Joaquin County. The list of agencies that we collaborate and partner with on our Catalyst Referral Committee are the following: City of Stockton Police Department, San Joaquin County Family Justice Center, Child Abuse Prevention Council, Parents-by-Choice, San Joaquin Pride Center, Without Permission, Community Partnership for Families of San Joaquin, San Joaquin County Office of Education, Women's Center-Youth & Family Services, Housing Authority County of San Joaquin, and many more. In addition, these organizations have been oriented and have agreed to be a source of referrals for outside services.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

Children's Home of Stockton is committed to maintaining funding and staffing in order to sustain its critical services and shelters for homeless youth in the City of Stockton. In addition to annual renewal applications for local government funding, the agency is aggressively seeking out new funding sources to sustain and grow community support for Catalyst. The agency has been successful in securing new private funding sources to better diversify its funding streams.

Additional funds will be raised through private and public grants and charitable donations. Every year, we research and apply to multiple grants to sustain our vital programs and services. Every Fall, CHS initiates a Major Gifts Campaign to raise awareness and unrestricted funds. CHS continues to seek out new funding sources, form strategic partnerships, and build its endowments to sustain the agency's annual operating budget to support and grow its services throughout the county.

CHS will continue to look to local businesses, civic groups, and service organizations to help to build a strong foundation to sustain the agency long-term.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

There is no conflict of interest.

H. ESG

Completed by lpedraza@chsstk.org on 1/21/2022 5:32 PM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:**H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.**

During the pandemic, the Catalyst Program provided 18 homeless Transition Age Youth a safe, warm, and clean place to live, instead of on the streets or at a crowded shelter where they would be more likely to be exposed to COVID-19. We follow safety protocols including promoting and incentivizing vaccinations, sanitizing our houses, requiring all TAY participants and staff to wear masks, social distancing, and providing COVID-19 testing. Our TAY participants safety is the highest priority. In the event of an outbreak, we have a COVID-19 Emergency Response Plan in place to minimize exposure and prevent the spread of COVID-19 amongst the TAY participants and staff. In addition, we provide clean water, healthy food, clothes, and hygiene products for all our Transition Age Youth. If they need medical care, we assist them with finding that care along with transportation to any medical office.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Completed by lpedraza@chsstk.org on 1/24/2022 11:38 AM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

We lease the property where we utilize three houses for our Catalyst Program. The Children's Home of Stockton Foundation owns the property. The lease is attached.

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

N/A

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

Printed By: Kayla Martin on 4/1/2022

[here.](#)

No

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

Catalyst is an existing program and officially opened in April 2021.

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by lpedraza@chsstk.org on 1/21/2022 5:36 PM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

CHS created the Catalyst Referral Committee made up of numerous community organizations within Stockton and San Joaquin County to remove that barrier. We continue to expand participation within the committee to increase our referrals and accept new Transition Age Youth experiencing homelessness or at risk of becoming homeless within our program. Another way we address this barrier is through our TAY Outreach Workers who continue to provide educational and informational presentations throughout the community. CHS' CEO is the founder and Chair of the San Joaquin County Human Trafficking Task Force which consists of over 40 government and non-government organizations that work rescue, protect, and restore youth involved in human trafficking. CHS is also a member of the Youth Action Committee who is made up of various community-based organizations who serve the target demographic of Transition Age Youth experiencing homelessness or at risk of homelessness.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

We are located by RTD bus stations, and we will provide bus passes, Uber transports, or bicycles. If there is a TAY participant in need of immediate transportation, we will do so in our CHS vehicles to remove any existing barriers for our clients. If needed, we also have funds available to assist our TAY participants with car payments, repairs, insurance, etc.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**

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Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by lpedraza@chsstk.org on 1/24/2022 2:37 PM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

CHS Catalyst Program Budget (CDBG).pdf

Organization Operational Budgets *Required

CHS Operational Budget FY 2021-2022.pdf

CHS Operational Budget FY 2022-2023.pdf

Organization Financial Statements *Required

CHS Audit 2021.pdf

Tax Status *Required

CHS_IRS_Determination_Letter.pdf

Board of Directors Roster *Required

CHS Board Roster 2021-2022.pdf

Articles of Incorporation/Bylaws *Required

CHS Restated Articles of Incorporation.pdf

Printed By: Kayla Martin on 4/1/2022

CHS Bylaws.pdf

Conflict of Interest Statement *Required

CHS Conflict of Interest Policy-Employees.pdf

Organization chart *Required

CHS Organization Chart 2022.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

CHS Board Authorization.pdf

Business License Number *Required

CHS Business License 2021.pdf

CHS Business License Statement 2022.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

CHS Liability & Workers Comp Insurance.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required


CHS-EEO, AA, & Conflict Resolution Personnel Policy.pdf

Use Permit/State License (as applicable)


CHS Use Permit-State License Statement.pdf

Rental or Lease agreement

CHS-Fdn_Lease.pdf

 **Evidence of Site Control**

CHS Deed.pdf

 **SAM.gov - screen shot of sam.gov registration *Required**

SAM Statement for Grants.pdf

CHS SAM Screenshot 2022.jpg

 **Key Program Staff Resume *Required**

Youth Services Director Resume-L.J..pdf

TAY Clinician Resume-M.G..pdf

TAY Clinician Resume-D.S..pdf

TAY Coordinator Resume-D.G..pdf

 **Title Report**

CHS Title Report Statement.pdf

 **Optional Documents**

Catalyst TAY Program Scope of Work.pdf

City ESG-CV -Children's Home-United Way-Catalyst Program Contract.pdf

Catalyst_TAY_Participant_Policy_and_Procedures.pdf

Catalyst_TAY_Staff_Policy_and_Procedures.pdf

Catalyst_TAY_Intake_Form.pdf

Submit

Completed by lpedraza@chsstk.org on 1/24/2022 3:02 PM

Case Id: 48587

Name: Children's Home of Stockton - 2022/23

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Joelle Gomez

Title

Chief Executive Officer

Date

01/24/2022

Signature

Joelle Gomez

Electronically signed by lpedraza@chsstk.org on 1/24/2022 11:39 AM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

CHS Signed City Certification.pdf

Program Overview

Completed by jmendelson@cvlihc.org on 12/29/2021 8:12 AM

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by jmendelson@cvlhlc.org on 12/29/2021 8:13 AM

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

If using ESG funds

B. Contact Information

Completed by jmendelson@cvlihc.org on 12/29/2021 8:20 AM

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Central Valley Low-Income Housing Corporation

B.2. Mailing Address

2431 W. March Lane #350 Stockton, CA, CA 95207

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Jon

B.4. Last Name

Mendelson

B.5. Email

jmendelson@cvlihc.org

B.6. Phone Number

(209) 472-7200

POINT OF CONTACT INFORMATION**B.7. First Name**

Jon

B.8. Last Name

Mendelson

B.9. Email

jmendelson@cvlihc.org

B.10. Phone

(209) 472-7200

ORGANIZATION CONTACT INFORMATION**B.11. Website**

<http://cvlihc.org>

B.12. DUNS Number

158,901,178

Printed By: Kayla Martin on 3/30/2022

B.13. EIN Number

680,256,280

B.14. Business License Number and Expiration Date

2100102851 12/31/2021

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

29

B.17. Number of Volunteers

0

C. Funding Request

Completed by jmendelson@cqlihc.org on 12/29/2021 8:22 AM

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

CoS ESG RRH-HP 2022-23

C.2. Project Site Location

2431 W. March Lane #350 Stockton, CA, CA 95207

C.3. Funding Requested in this application

\$116,000.00

C.4. Other funds already secured for the project

\$0.00

C.5. Total Cost to Complete Project

\$255,000.00

C.6. Other funds not yet secured

\$139,000.00

D. Organization Information

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

Completed by jmendelson@cvlihc.org on 12/31/2021 1:43 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

Central Valley Low Income Housing Corporation provides affordable permanent housing and support services to homeless individuals and families living in San Joaquin County, with core competencies of improving quality of life, reaffirming personal dignity, and enabling self-sufficiency.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	346
Extremely Low Income (Less than 30%)	849
	1,195

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	537	325
Black/African American	514	19
Asian	38	3
Am. Indian/Alaskan Native	13	8
Native Hawaiian/Other Pacific Islander	6	1
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	87	49
	1,195	405

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	308
Female Headed Households	378
Seniors	149
Youth	568
Homeless	1,195

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1 of 2

E. Project Funds

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

Completed by jmendelson@cvlihc.org on 1/20/2022 2:48 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year. #1 of two for ESG annual funding

E.2. Please indicate if this application is a request for one-time funding and/or “seed” funding. If not applicable, state “N/A.”

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	n/a		\$0.00		\$0.00
FY2017/18 ESG	RRH/HP/HMIS/Outreach	City, County, State	\$245,221.00	complete	\$0.00
FY2018/19 CDBG	n/a		\$0.00		\$0.00
FY2018/19 ESG	RRH/HP/HMIS/Outreach	City, County, State	\$256,398.00	complete	\$0.00
FY2019/20 CDBG	n/a		\$0.00		\$0.00
FY2019/20 ESG	RRH, HMIS, Outreach	City, County, State	\$247,026.00	complete	\$0.00
FY2020/21 CDBG			\$0.00		\$0.00
FY2020/21 ESG	RRH/HP/HMIS/Outreach	City, County, State	\$284,130.00	186630	\$97,500.00
FY2021/22 CDBG			\$0.00		\$0.00
FY2021/22 ESG	RRH/HP/HMIS/Outreach	City, County, State	\$257,500.00	103980	\$153,520.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

CVLIHC has applied to San Joaquin County for \$80,000 in ESG annual award resources toward the same Rapid Re-Housing/Homelessness Prevention project, though that County funding will be used to exclusively serve residents who live outside Stockton City Limits. CVLIHC will also apply to San Joaquin County for at least \$59,000 in ESG annual award resources from the State of California toward the same Rapid Re-Housing/Homelessness Prevention project.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

The ability of this project to provide homelessness prevention services to City of Stockton residents is wholly dependent upon the award from this source of funding. If the funding request is not granted, this project will not be able to provide standard rapid re-housing/homelessness prevention services to City of Stockton residents. Should an award be granted by at an amount less than requested, the project would serve fewer households and fewer unduplicated individuals than expected — a reduced award amount would have to be paired with a reduced expectation of performance and effectiveness. A significant reduction in the award amount compared to the request amount could have an exponential impact on services delivered directly to clients. While the utmost effort is made to ensure the majority of grant money is diverted directly to support of clients, services can only be delivered on behalf of clients if staff and organizational infrastructure are adequately supported. This means that significant reductions in the award amount could result in significant reductions in the amount of funds that can be directed to clients.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

ESG funds that are intended to benefit residents of Stockton will only be used to assist persons who can verify Stockton residency. CVLIHC as an agency serves households throughout San Joaquin County. However, CVLIHC operates several projects that are restricted to residents of certain areas within that geography, including projects that are only available to residents of the City of Stockton. These projects include Emergency Solutions Grants funds and emergency COVID-19 related funds. Individuals must verify residency in the City of Stockton before they are eligible for assistance through projects that are restricted to the City of Stockton.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

Self Certification Clients independently “self-certify” on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

Yes

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Homeless persons and persons at risk of becoming homeless

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

CVLIHC will provide deposit assistance and rent assistance in accordance with ESG guidelines to help households exit homelessness and avoid homelessness. This includes payment of rent and utility arrears for households seeking homelessness prevention assistance. Payments will be made directly to landlords, property management companies, or appropriate vendors, not directly to households seeking assistance. This reduces potential for fraud and ensures the assistance is used for its intended purpose.

CVLIHC verifies eligibility and need n compliance with ESG regulations. CVLIHC verifies household income through collection of records provided by households seeking assistance, including passports to service (TANF, CalFresh, etc.), check stubs from employment, bank statements, etc. CVLIHC verifies status of homelessness/at imminent risk of homelessness according to standard practices as described by the federal Housing and Urban Development Department, including verification through the Homeless Management Information System, notices to quit/notices of eviction, self-certification, and direct observation by CVLIHC staff.

All data collected and stored physically and digitally. In addition to physical files kept on the CVLIHC premises, CVLIHC utilizes the Homeless Management Information System as its primary database. The HMIS allows CVLIHC to track demographics, homeless status, household characteristics, and other information; detailed, comprehensive reports on clients served are generated directly from this database. The HMIS also enables efficient referral of households seeking assistance through Coordinated Entry.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

The number of households and individuals provided assistance will be the primary unit of service tracked by this

project. This project is designed to provide direct financial support in order to help households exit homelessness and obtain permanent housing, as well as to help households remain in permanent housing when faced with imminent homelessness. Therefore, it is consistent with the project's design that the number of households provided financial assistance will be the primary unit of service.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	135
Households	50
Other	0
	185

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

CVLIHC's engagement and outreach is specifically designed to target households that are homeless, at imminent risk of homelessness, and are low income. CVLIHC has more than 20 years serving these populations, including a significant number of people who are long-term homeless and permanently disabled. CVLIHC engages in direct outreach to homeless service providers and homeless encampments, and embraces a "no wrong door" approach to applying for its assistance. CVLIHC is a participant in the local Coordinated Entry System, 2-1-1, the Homeless Management Information System, and has strong links to emergency shelters and homeless service providers throughout Stockton and San Joaquin County; many of those seeking assistance with housing contact CVLIHC after learning about CVLIHC's services through CES, 2-1-1, or from other service providers. Service providers also refer individuals through CES, the HMIS, and by direct referrals. Individuals also contact CVLIHC through our website at www.cvlihc.org, where individuals can submit an Initial Contact form that helps us delivery timely assistance for eligible households. CVLIHC also employs numerous individuals with personal experience of homelessness or using public assistance, and employs several individuals who speak other languages, including Spanish, Tagalog, and Mandarin

F. Project Impact

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

Completed by jmendelson@cvlihc.org on 12/31/2021 3:00 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	75
Extremely Low Income (Less than 30%)	75
	150

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	60	33
Black/African American	65	5
Asian	6	0
Am. Indian/Alaskan Native	4	0
Native Hawaiian/Other Pacific Islander	3	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	12	2
	150	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	25
Female Headed Households	33
Seniors	27
Youth	57
Homeless	150
	292

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	43	176	176
2020-2021 (Anticipated)	40	150	150
	83	326	326

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

This project will provide rent payments, deposit payments, and other payments necessary for households that are literally homeless and at imminent risk of homelessness to obtain permanent housing or remain in permanent housing. Staff will provide wraparound services including case management, navigation, and landlord advocacy in order to help clients remain housed or obtain housing. Payments are made directly to landlords for qualified households, and all housing will meet Housing Quality Standards.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

This project focuses on rapid re-housing and homelessness prevention. These activities directly align with the San Joaquin Community Response to Homelessness Strategic Plan.

The Plan called to create at least 100 more rapid re-housing opportunities than currently provided for, and for an increase of at least 200 homelessness prevention opportunities to be created throughout San Joaquin County. This project proposed by CVLIHC will allow the City of Stockton to keep pace with the amount of assistance made available in prior years, allowing our community to maintain its baseline operations while we strive to increase capacity in keeping with the Strategic Plan.

Maintaining this baseline by funding this project is critical — because since the Plan was adopted by the City of Stockton, the identified need for rapid re-housing and homelessness prevention has only become greater. This need has been driven in large part by the COVID-19 pandemic. As it has worsened, the San Joaquin Continuum of Care has identified an increasing need among local residents for homeless prevention projects/services. This information has been gained through feedback from service providers and direct input from those in need, as well as through data in the Homeless Management Information system.

The position of the SJCoC regarding maintaining and expanding rapid re-housing and homelessness prevention projects is reflected in the Strategic Plan and in further recommendations to the County and the City, and reflects the real crisis that many people face in being unable to maintain or obtain permanent housing without significant intervention. This project provides those intervention resources and will directly allow those impacted households to exit homelessness or avoid homelessness

G. Project Narrative

Completed by jmendelson@cvlihc.org on 1/14/2022 1:11 PM

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges**
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse**
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.**
- MAINTENANCE - Helps to ensure that clients do not decline, etc.**
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service**
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation**

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

This project is designed to address priority components of the San Joaquin CoC Strategic Plan, and fills need gaps identified in the City's Consolidated Plan:

- **PREVENTION:** The project is designed to prevent homelessness by addressing an urgent need among households that are at risk of homelessness. This project provides assistance for paying for back rent, current rent, or immediate future rent. This targeted investment is often enough to prevent a household from losing their permanent housing, preventing the problem of homelessness.
- **EARLY INTERVENTION:** The project's focus on rapid re-housing provides assistance to households that can end their homelessness with timely, limited assistance. These households typically have income and personal resiliencies, but do not have the resources to exit homelessness into permanent housing. This project provides deposit support, rent support, and case management to identify the households' barriers and tailoring the assistance provided to meet those needs to the greatest extent possible. By intervening at the early stages of a household's housing crisis, this project is able to reduce the trauma of associated with homelessness. This intervention also leaves more capacity for emergency shelters to provide shelter and services to other households, and improves our system-wide performance when it comes to addressing homelessness.
- **SELF-SUFFICIENCY:** This project moves clients from a situation in which they need intervention, to a situation in which they no longer need the intervention. CVLIHC's 12+ years experience in administering rapid re-housing and homeless prevention projects has taught us that households often only need brief, one-time intervention in order to overcome a housing crisis. Rapid re-housing is inherently designed to build self-sufficiency, as it is an intervention type that is meant to be short-term in nature as a bridge between needing assistance and not needing assistance. Homeless prevention is designed similarly as a short-term bridge between a crisis and stability. CVLIHC helps ensure that self-sufficiency following rapid re-housing and homelessness prevention assistance is part of its projects, as a

focus on household sustainability and budgeting is part of the case management services provided to all households that are enrolled in our projects.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

The goal is to help households that are homeless quickly exit to permanent housing by providing deposits, tenant-based rental assistance, and case management services or to assist households maintain housing. This project design aligns with priority actions suggested by the San Joaquin CoC Strategic Plan. Rent assistance and other support for households that meet eligibility requirements is provided directly to landlords and appropriate vendors.

Documentation of eligibility and expenditure of funds is maintained in client files. This project will function similarly to the ESG-funded rapid re-housing/homelessness prevention projects that CVLIHC has administered over the past 12 years in the City of Stockton. Four staff are dedicated to CVLIHC's ESG project components, and have an extensive history assisting households to remain housed and enter housing from homelessness. This staff team is overseen by the CVLIHC management, which has more than 40 combined years' experience overseeing permanent housing projects. Clients can contact CVLIHC directly, through CES and partner agencies, or via automated assistance tools. Efforts to identify clients include direct outreach to emergency shelters and other homeless service providers; receipt of referrals from the Coordinated Entry System; referrals from the 2-1-1 system; direct communications with landlords/property managers; by receiving walk-in/phone call self-referrals; and from contacts through the CVLIHC website. CVLIHC also receives referrals via service providers, including mainstream service providers such as the Human Services Agency.

CVLIHC's office is located at 2431 W. March Lane and is on major bus routes. Regular hours are 9:00 a.m. to 5:00 p.m., Monday through Friday; extended hours are made available as needed. Clients can also submit applications and paperwork through www.cvlihc.org.

Average assistance usually consists of rental deposits and short term rental assistance, based on the unique household needs. Interaction with clients is sensitive to their schedules. Delivery of checks to landlords and vendors happens as soon as client eligibility is confirmed and all necessary paperwork has been completed according to project standards.

The project will begin serving households as soon as CVLIHC is informed of an award and a sub-recipient contract has been signed. CVLIHC will continue to serve households for the duration of the funding spending window or until funds are exhausted.

Project Activity or Program Service #	Describe the Deliverable
1	Rapid Re-Housing of homeless households
2	Homelessness Prevention for households at risk of homelessness

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

CVLIHC has successfully administered ESG projects funded through the State, County, and City of Stockton more than 12 years. Since 1999, CVLIHC has managed Permanent Supportive Housing and Transitional Housing/Rapid Re-Housing projects funded through the HUD's CoC Program Competition; CVLIHC currently manages 7 CoC funded projects.

CVLIHC has also administered Homeless Emergency Aid Program and California Emergency Solutions and Housing projects funded by the State of California and currently partners with Behavioral Health Services to provide housing to

clients. CVLIHC is also the managing partner of Town Center Studios, a Project Homekey partnership with the City of Stockton. CVLIHC has recently implemented ESG-CV rapid re-housing and homelessness prevention projects for the City of Stockton.

CVLIHC is free of findings from any federal or state audit of its practices and finances. CVLIHC staff has significant experience in discharging projects of this type, including the management team, which has more than 40 years experience administering homeless assistance projects with federal and state money.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

Approval of this request will allow for the continuance of a prevention and re-housing program CVLIHC has provided for more than ten years. CVLIHC has an experienced staff team dedicated to providing assistance to Stockton households experiencing homelessness or who are at risk of becoming homeless. Households seeking assistance make contact through the CoC's "no wrong doors" approach, including 2-1-1, CES, and CVLIHC's website. Households are screened for eligibility based on living situation and income to determine the type and amount of assistance necessary for that household to maintain or obtain housing. CVLIHC staff provide assistance in locating alternate housing as necessary and interact with landlords to assure that housing is safe and decent. Staff contact with clients occurs at regular intervals during and after direct assistance to ensure long-term stability. Staff are also responsible for keeping client files and tracking outcomes through the HMIS.

Project Deliverable #	Describe the Deliverable
1	Rapid Re-Housing of homeless households
2	Homelessness Prevention of households at risk of homelessness

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

This project seeks to provide stable permanent housing to all households assisted. CVLIHC expects that at least 90% of the households provided with direct assistance will exit the project to, or retain, permanent housing.

This data will be measured by direct contact with clients and documenting their outcomes. These outcomes will be tracked through the Homeless Management Information System.

Deliverable #	Task that Support Deliverable
1	Enrollment of households into RRH project
2	Enrollment of households into HP project
3	Delivery of support to landlords on behalf of clients

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

This project is designed to serve households that are literally homeless or at risk of homelessness as defined by 24 CFR 578. To be eligible, households must meet the criteria for these services as determined by Emergency Solutions Grants regulations as published in the NoFA and in the federal register. This population includes individuals with disabilities, seniors, youth, veterans, and those with other special needs.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

CVLIHC is the sole provider of rapid re-housing and homelessness prevention services funded by annual ESG resources. CVLIHC has provided these services for more than 12 years throughout San Joaquin County. Collaboration with other agencies providing homelessness prevention is not necessary for the successful implementation of this project. This project is designed to offer complete and effective services on its own, and fits a gap in the local system of homeless support services. However, CVLIHC does ensure this project works in concert with services offered by other agencies. CVLIHC utilizes the Homeless Management Information System as its data system, which aids in avoiding duplication of effort and duplication of benefits. CVLIHC also is part of the San Joaquin Continuum of Care Coordinated Entry System and 2-1-1, and collaborates with service providers that routinely refer households to CVLIHC for homeless prevention and other housing services.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

This project is wholly dependent upon the availability of funding to provide the services envisioned, as the project is sustainable only when funding is available to execute the delivery of deposit, rent, and other direct support. However, this project is able to efficiently sustain its efforts if funded by this request, as CVLIHC staff are already engaged in delivering this project to Stockton residents and will be able to effectively continue this project with funding.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

No known conflicts of interest exist.

H. ESG

Completed by jmendelson@cvtihc.org on 1/20/2022 9:40 AM

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

0

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

While this is not an ESG-CV application, homeless prevention and re-housing efforts are critical components in a successful response to COVID-19. Prevention and re-housing help connect households with safe and appropriate living space. Prevention eligibility includes providing help to households living in overcrowded situations, which is a high-risk environment in terms of COVID-19 spread; prevention also ensures households do not end up in other high-risk environments such as congregate shelters and homeless encampments. Re-housing also helps households exit congregate shelters (a high-risk environment) and homeless encampments (an unsanitary high-risk environment)

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

Completed by jmendelson@cvlihc.org on 12/29/2021 8:29 AM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

Not applicable

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

Not applicable

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

Not applicable

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

Not applicable

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

Not applicable

I.8. When will construction start and end? Provide a timeline with all critical milestones.

Not applicable

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

No

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

Not applicable

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

Completed by jmendelson@cvlihc.org on 12/29/2021 8:31 AM

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

The population served by rapid re-housing and homelessness prevention projects often has barriers to accessing services, including but not limited to transportation, time, and cost. This project addresses those barriers in a strategic fashion. CVLIHC allows and encourages households to apply for and become qualified for services via a web portal (www.cvlihc.org), which enables households to overcome barriers to transportation; this also enables individuals to access services while avoiding personal trips that might expose individuals to COVID-19. This virtual-remote approach also enables a quicker turnaround time in processing individual requests for assistance, and reduces costs associated with seeking services (such as gas, bus passes, etc.) CVLIHC has also employed individuals with lived experience as homeless and receiving public assistance, and can effectively meet the individual needs of people who are seeking assistance.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

CVLIHC is within one-quarter mile of major bus routes serviced by San Joaquin Rapid Transit District. CVLIHC attempts to reduce transportation barriers to the population it serves by making it possible to request assistance through a web portal (www.cvlihc.org) or over the phone, and obtain assistance without needing to physically come to the CVLIHC office.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to**

improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.

Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by [jmenelson@cvlihc.org](mailto:jmendelson@cvlihc.org) on 1/20/2022 2:48 PM

Case Id: 48551

Name: CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

HP-RP budget.xls

Organization Operational Budgets *Required

2020-21 CVLIHC agency budget.xlsx

Organization Financial Statements *Required

2020 CVLIHC - Consolidated FS - signed.pdf

Tax Status *Required

Nonprofit Status - CVLIHC.pdf

Board of Directors Roster *Required

CVLIHC Board of Directors bios 11-01-2021.docx

Articles of Incorporation/Bylaws *Required

Bylaws - CVLIHC - Amended 11-29-21.pdf

Conflict of Interest Statement *Required

Conflict of Interest - 08-20-2020.doc

Organization chart *Required

Org chart 2022 - CVLIHC.xlsx

Board of Directors' authorization to request CDBG/ESG funding *Required

Funding Application Authorization - Resolution 2021-22.pdf

Business License Number *Required

Stockton Business License 2022.pdf

Stockton Business License 2021.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

Insurance Certificate - City of Stockton.PDF

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Policies and Procedures Handbook -11-10-22.DOC

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

SAM.gov - screen shot of sam.gov registration ***Required**

SAM screen shot.docx

Key Program Staff Resume ***Required**

Ferreira, Raul - resume.pdf

Rosenquist, Jennifer - resume.docx

Title Report

***No files uploaded*

Optional Documents

***No files uploaded*

Submit**Case Id:** 48551**Name:** CoS ESG (Fed) 2022-23 - CVLIHC - 2022/23**Address:** *No Address Assigned*Completed by jmendelson@cqlihc.org on 1/20/2022 4:15 PM*

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Jon Mendelson

Title

Executive Director

Date

01/20/2022

Signature

Jon Mendelson

*Electronically signed by jmendelson@cqlihc.org on 1/20/2022 4:15 PM*Please download and upload the Certification page [here](#).

Certification Page ***Required**

Certification.pdf

Program Overview

Completed by jmendelson@cvlihc.org on 1/3/2022 8:48 AM

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by jmendelson@cvlihc.org on 1/3/2022 8:49 AM

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

If using ESG funds

Homeless Management Information System (HMIS)

B. Contact Information

Completed by jmendelson@cvlihc.org on 1/3/2022 8:55 AM

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Ventral Valley Low Income Housing Corp.

B.2. Mailing Address

2431 W. March Lane #350 Stockton, CA 95207

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Jon

B.4. Last Name

Mendelson

B.5. Email

jmendelson@cvlihc.org

B.6. Phone Number

(209) 472-7200

POINT OF CONTACT INFORMATION**B.7. First Name**

Jon

B.8. Last Name

Mendelson

B.9. Email

jmendelson@cvlihc.org

B.10. Phone

(209) 472-7200

ORGANIZATION CONTACT INFORMATION**B.11. Website**

<http://cvlihc.org>

B.12. DUNS Number

158,901,178

Printed By: Kayla Martin on 3/29/2022

B.13. EIN Number

680,256,280

B.14. Business License Number and Expiration Date

21-00102851

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

29

B.17. Number of Volunteers

0

C. Funding Request

Completed by jmendelson@cvlihc.org on 1/3/2022 8:58 AM

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Homeless Management Information System

C.2. Project Site Location

2431 W. March Lane #350 Stockton, CA, CA 95207

C.3. Funding Requested in this application

\$14,500.00

C.4. Other funds already secured for the project

\$98,540.00

C.5. Total Cost to Complete Project

\$138,040.00

C.6. Other funds not yet secured

\$25,000.00

D. Organization Information

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

Completed by jmendelson@cvlihc.org on 1/3/2022 9:07 AM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

Central Valley Low Income Housing Corporation provides affordable permanent housing and support services to homeless individuals and families living in San Joaquin County, with core competencies of improving quality of life, reaffirming personal dignity, and enabling self-sufficiency.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	346
Extremely Low Income (Less than 30%)	849
	1,195

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	537	325
Black/African American	514	19
Asian	38	3
Am. Indian/Alaskan Native	13	8
Native Hawaiian/Other Pacific Islander	6	1
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	87	49
	1,195	405

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	308
Female Headed Households	278
Seniors	149
Youth	568
Homeless	1,195

E. Project Funds

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

Completed by jmendelson@cvlihc.org on 1/20/2022 2:50 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

#2 of two for ESG annual funding

E.2. Please indicate if this application is a request for one-time funding and/or “seed” funding. If not applicable, state “N/A.”

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	n/a		\$0.00		\$0.00
FY2017/18 ESG	RRH/HP/HMIS/Outreach	City, County, State	\$245,221.00	complete	\$0.00
FY2018/19 CDBG	n/a		\$0.00		\$0.00
FY2018/19 ESG	RRH/HP/HMIS/Outreach	City, County, State	\$256,398.00	complete	\$0.00
FY2019/20 CDBG	n/a		\$0.00		\$0.00
FY2019/20 ESG	RRH/HP/HMIS/Outreach	City, County, State	\$247,026.00	complete	\$0.00
FY2020/21 CDBG			\$0.00		\$0.00
FY2020/21 ESG	RRH/HP/HMIS/Outreach	City, County, State	\$284,130.00	183630	\$97,500.00
FY2021/22 CDBG			\$0.00		\$0.00
FY2021/22 ESG	RRH/HP/HMIS/Outreach	City, County, State	\$257,500.00	103980	\$153,520.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

Other sources committed to this project are:

Continuum of Care Project Competition (FY2020 & FY 2021 renewal)

Other sources sought for this project are:

San Joaquin County ESG annual allotment

State of California ESG annual allotment to San Joaquin County

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

This funding is important to CVLIHC's ability to provide services as HMIS Lead Agency for the San Joaquin Continuum of Care and to enable other service providers the ability to participate in the HMIS without cost. This funding allows CVLIHC to provide staff to discharge the duties of the HMIS Lead Agency. This funding also helps underwrite software licenses to organizations that provide housing, shelter, and services to the homeless throughout Stockton and would not be able to participate in the HMIS if they were forced to pay for those software licenses. The total annual cost of providing HMIS software licenses to all homeless service providers, a cost that is currently completely borne by CVLIHC, is around \$71,000. If this funding is eliminated or reduced, it would impair the organization's ability to operate as HMIS Lead, and would jeopardize the ability of many homeless service providers to participate in the HMIS which is critical to our community's ability to track and measure the effectiveness of our local response to homelessness.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

CVLIHC provides HMIS services as HMIS Lead Agency throughout San Joaquin County. The majority of time and focus, however, is spent upon agencies and upon individuals in Stockton, as the majority of homeless individuals and homeless service providers in this county are located in Stockton.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm

workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Information is recorded in HMIS for those experiencing homelessness or who may be at risk of experiencing homelessness.

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

The provider of the software that undergirds the HMIS is named Bitfocus, and charges CVLIHC a \$575-per-user annual fee for use of the HMIS software (including license creation). This proposed project will defray that cost for agencies within the City of Stockton; this project will also provide, in part, for continuing local administration to discharge this project and provide support and training to HMIS-participating agencies. This proposed project helps ensure nonprofit and community benefit agencies that use the HMIS are able to do so without incurring a user fee.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

The primary units of service in this project are the number of unique persons whose information is entered/used by the number of unique agencies that participate in the HMIS.

In the table below, "Persons" should be interpreted to mean "the number of persons whose information will be tracked via the HMIS"; "Other" should be interpreted to mean "the number of agencies that participate in the HMIS."

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	0
Households	0
Other	0
	0

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

All entities receiving funding through ESG, the Continuum of Care, new State funded projects, Department of Health & Human Services, and Department of Veterans Affairs are required to enter data in HMIS. CVLIHC ensures that contact is made with these agencies, and that individuals are identified at those agencies who are primarily responsible for ensuring compliance with HMIS requirements. Those agencies and individuals receive copies of the HMIS Policies and Procedures approved by the San Joaquin Continuum of Care, sign MOUs regarding the proper use of the HMIS, and receive individual training to ensure understanding and ability to use the HMIS. CVLIHC also reaches out through the San Joaquin Continuum of Care general membership meetings, as well as partners with providers of funds such as City of Stockton and San Joaquin County, to ensure mandated agencies are participating in the HMIS. CVLIHC ensures that accommodations are made for agencies who need such accommodations to properly learn about and utilize the HMIS, including translation services and disability accommodations.

The population tracked by the HMIS includes almost exclusively low-income individuals, as well as many individuals with disabling conditions and who have limited ability to speak English. Delivery of HMIS services to agencies are not impacted by these realities.

F. Project Impact

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

Completed by jmendelson@cvlihc.org on 1/19/2022 11:48 AM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	2,000
Extremely Low Income (Less than 30%)	9,000
	11,000

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	6,000	3,000
Black/African American	4,000	300
Asian	200	25
Am. Indian/Alaskan Native	50	20
Native Hawaiian/Other Pacific Islander	50	20
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	700	250
	11,000	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	2,900
Female Headed Households	1,300
Seniors	700
Youth	4,500
Homeless	10,000
	19,400

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	0	14,240	9,975
2020-2021 (Anticipated)	0	12,947	9,075
2021-2022	0	15,000	11,000
	0	42,187	30,050

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

This proposed project will enable CVLIHC to fully operate a Homeless Management Information System on behalf of the San Joaquin Continuum of Care and homeless service provider agencies throughout the City of Stockton. CVLIHC has been appointed the HMIS Lead Agency by the San Joaquin Continuum of Care to establish and manage the HMIS for the entire area covered by the Continuum of Care, which includes the City of Stockton. CVLIHC is dedicated through this project to provide agencies throughout Stockton the support and resources needed to effectively implement use of the HMIS and provide the community with reliable, accurate data regarding the scope and nature of homelessness in Stockton.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

Both federal and state governments have determined that local Homeless Management Information Systems are the primary vehicle with which data will be gathered and reported regarding homelessness, and local governments in our community have supported these determinations through additional policies.

Each Continuum of Care throughout the nation is required to have a HMIS in place that meets standards established by the federal Department of Housing and Urban Development (HUD) to collect and report data on services provided to households experiencing homelessness. All recipients/sub-recipients of Emergency Solutions Grant (ESG) funds or HUD Continuum of Care (CoC) funds are required by federal law and regulation to enter data into the HMIS as a condition of receiving funds. Recently, the state of California has also made entering data into the HMIS a legal requirement of many communities that receive state funding to address the issue of homelessness.

Furthermore, the Stockton City Council and San Joaquin County Board of Supervisors have formally adopted policies — including the San Joaquin Community Response to Homelessness Strategic Plan — that support the HMIS as the primary local database that will be relied upon when it comes to answering quantitative questions regarding households that are homeless. This aligns with the general desire to base policies regarding homelessness on reliable, accurate data. A fully supported and functioning HMIS is the most wide-reaching, reliable way to gather information on households experiencing homelessness.

G. Project Narrative

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

Completed by jmendelson@cvlihc.org on 1/19/2022 11:12 AM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Early Intervention: The HMIS helps individual service providers accurately collect and, under proper protocols and policies, share information to provide intervention to prevent homelessness and quickly end homelessness for households. Collection of individual data in the HMIS allows easier entry to services/housing that have eligibility standards that require documentation of eligibility, including but not limited to permanent supportive housing. Accurate data community-wide also helps jurisdictions make better plans for disbursing resources to programs and efforts that show quantifiable results in terms of preventing homelessness and ending homelessness, and focus on productive early intervention strategies.

Transition: Collection of individual data in the HMIS allows easier entry to services/housing that have eligibility standards that require documentation of eligibility, including but not limited to transitional housing, rapid re-housing, and permanent supportive housing. The information recorded in HMIS allows service providers to understand more about the clients they serve, including their barriers to self-sufficiency, and transition clients to better housing situations.

Self-Sufficiency: The HMIS is a critical tool for case managers at all levels of service — prevention, crisis response, support services, transitional housing, rapid re-housing, permanent supportive housing — to track the progress clients make toward self-sufficiency. The HMIS allows case managers and service providers to record services provided, update household information, and see the broad variety of services/programs the client is accessing to move toward greater independence. Tracking of individual data in the HMIS also allows easier entry to services/housing that have eligibility standards that require documentation of eligibility, including but not limited to permanent supportive housing.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

CVLIHC's office is located at 2431 W. March Lane with regular business hours of 9:00 a.m. to 5:00 p.m., although extended hours are usually made available as needed, Monday through Friday. The HMIS is a web-based system and is

available to users 24 hours per day from any location that has access to the Internet. Administrative support is available

during regular business hours through email, telephone, and virtual contact.

This proposed project will provide support for CVLIHC to operate, administer, and maintain functionality of the local Homeless Management Information System. The project will also allow homeless service provider agencies within the City of Stockton to use the HMIS free of user license fees, and receive training, quality monitoring, and ongoing user support regarding the HMIS.

CVLIHC operates as the HMIS Lead Agency for the San Joaquin Continuum of Care, and is responsible for ensuring the local HMIS is available to all community agencies that are required to enter data in the HMIS. CVLIHC has also committed to help other homeless service providers use the HMIS so the community as a whole can collect and report better, more complete data regarding homelessness. A major responsibility of the HMIS Lead Agency is to ensure agencies such as homeless shelters, housing providers, outreach teams, etc., are trained to use the HMIS and receive ongoing support so that they can gather demographic data, track provision of services, record client outcomes, and issue meaningful reports on data collected.

The provider of the software that undergirds the HMIS is named Bitfocus, and charges CVLIHC a \$575-per-user annual fee for use of the HMIS software. This proposed project will defray that cost for agencies within the City of Stockton, ensuring nonprofit and community benefit agencies that use the HMIS are able to do so without incurring a user fee. Total cost of providing user fees to all HMIS users is about \$71,000 annually.

All nonprofit and community benefit organizations within the City of Stockton that utilize the HMIS will be contacted by

CVLIHC. CVLIHC will ensure all agencies understand the HMIS Policies and Procedures and the HMIS Data Quality Plan, will collect and keep signed agency and user agreements for use of the HMIS, will provide training when requested by user agencies or when data collection/quality/accuracy issues are identified, and will provide ongoing support to ensure

agencies are able to fully utilize the HMIS. There are currently thirty (30) agencies based in Stockton, with more than 110 active users, currently entering data in HMIS. Around 130 active users overall currently utilize the HMIS.

As part of a continuing service dating back to 2005, HMIS services will commence immediately upon execution of the agreement with the City and continue until all funds are expended. All funds will be expended prior to the end of the agreement period.

Project Activity or Program Service #	Describe the Deliverable
1	Provide HMIS users licenses

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

CVLIHC has served as the local HMIS Lead Agency for the San Joaquin Continuum of Care since 1999. CVLIHC has received Continuum of Care and Emergency Solutions Grants funds for many years to operate this project. All staff

and administrative procedures are in place to successfully implement this project. Being awarded this grant would represent a continuation of CVLIHC's operations. The program funded under this application would be would begin immediately upon the issuance of a contract.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

CVLIHC will continue to implement this project as it currently does. CVLIHC appoints a lead individual to make contact with participating HMIS agencies and to provide outreach, support, and guidance. Agencies will receive this service on a

continuing, ongoing basis throughout the length of the contract with City of Stockton.

Individuals and families who are homeless will be served by this project on a daily basis. Each individual who is assisted

by a shelter or service provider will have their data tracked through the HMIS.

Project Deliverable #	Describe the Deliverable
1	Provide HMIS users licenses

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

CVLIHC will measure effectiveness of this program in several ways. The primary benchmark for success is to continue to have nonprofit and community-based homeless service providers that operate in Stockton and serve Stockton residents be able to use the Homeless Management Information System, without having to pay user fees.

Secondary measures of success include having all HMIS-participating agencies adhere to the standards sought by the HMIS Policies and Procedures and fully implement the HMIS Data Quality Plan adopted by the San Joaquin Continuum of Care.

Deliverable #	Task that Support Deliverable
1	Training for HMIS licenses; administration of HMIS system

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

By serving projects that collect information through the Homeless Management Information System and participate in Coordinated Entry, this HMIS project serves: households that are homeless; households at imminent risk of homelessness; households with very low- and extremely low-incomes; individuals with disabilities; special need populations such as those with developmental, mental, or other health conditions; the elderly; youth; and other populations as defined by ESG- and CoC-standard data elements. This program will abide by all mandated eligibility requirements of these funding sources.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

The Homeless Management Information System is singular in Stockton and San Joaquin County. There is only one

HMIS, and it is overseen and operated by CVLIHC. The San Joaquin Continuum of Care selects the local HMIS Lead Agency, which in this community is CVLIHC. The HMIS is identified by federal and state law, as well as local policy, as the database used to gather and report data regarding homelessness and efforts to end homelessness. Without this system, Stockton and San Joaquin County would not be in compliance with federal and state statutes, and would be ineligible for significant sources of funding that are used to address homelessness.

CVLIHC is the only agency in Stockton and San Joaquin County that has operated an HMIS or that has served as the HMIS Lead Agency. No other local agencies provide this service. By its nature, operating the HMIS involves extensive networking and collaboration, including with all active homeless service providers within Stockton and San Joaquin County, to ensure that agencies are aware of the HMIS and properly equipped to participate in the HMIS.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

CVLIHC continues to seek ongoing funding for this project from other sources, and continually strengthens its own internal capacity to implement the HMIS-CES by corresponding with Housing and Urban Development and the creator of the HMIS software. CVLIHC leverages technical assistance from Bitfocus, Housing and Urban Development, a partnership with the San Joaquin Data Co-op, and other community partners.

The San Joaquin Continuum of Care has also prioritized annual CoC Program Competition funding to ensure the long-term viability of the Homeless Management Information System. The SJCoC also engages in a performance review of the HMIS Lead Agency to ensure the HMIS operates in a manner that best supports agencies working to end homelessness, as well as the community's understanding of homelessness. These activities and priorities have been adopted at the urging of CVLIHC.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

No conflicts of interest have been identified.

H. ESG**Case Id:** 48564**Name:** CoS ESG (Fed) HMIS - 2022-23 - 2022/23**Address:** *No Address Assigned*Completed by jmendelson@cvlihc.org on 1/19/2022 11:50 AM*

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

0

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

This project provides a mechanism to collect data that can be used to respond to COVID-19

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Completed by jmendelson@cvlihc.org on 1/4/2022 2:35 PM

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

Not Applicable.

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

Not Applicable.

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

Not Applicable.

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

Not Applicable.

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

Not Applicable.

I.8. When will construction start and end? Provide a timeline with all critical milestones.

Not Applicable.

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

Not Applicable.

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by jmendelson@cvlihc.org on 1/18/2022 9:03 PM

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

Agencies that utilize the Homelessness Management Information System regularly face the burden of finding the internal capacity to accurately record client data on an ongoing basis. This project proposal enables the HMIS Lead Agency to provide training and support to help those agencies secure the expertise necessary to enter more accurate and timely data. CVLIHC continually advocates for additional resources so that participating agencies can underwrite staff to perform data-gathering; CVLIHC also researches and implements data-reporting practices with partner agencies that reduce the burden on agencies.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

The HMIS is accessible by agencies and users anywhere Internet access is available, eliminating the need for transportation. Trainings can also be done via video and other electronic media.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**
- Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time**

buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by jmendelson@cvlihc.org on 1/18/2022 9:05 PM

Case Id: 48564

Name: CoS ESG (Fed) HMIS - 2022-23 - 2022/23

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

HMIS project budget.xlsx

Organization Operational Budgets *Required

CVLIHC agency budget.xlsx

Organization Financial Statements *Required

2020 Completed audit - signed.pdf

Tax Status *Required

Nonprofit Status - CVLIHC.pdf

Board of Directors Roster *Required

CVLIHC Board of Directors bios 11-01-2021.docx

Articles of Incorporation/Bylaws *Required

Bylaws - CVLIHC - Amended 11-29-21.pdf

Conflict of Interest Statement *Required

Conflict of Interest - 08-20-2020.doc

Organization chart *Required

CVLIHC org and responsibilities chart.xlsx

Board of Directors' authorization to request CDBG/ESG funding *Required

Funding Application Authorization - Resolution.pdf

Business License Number *Required

Stockton Business License 2022.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

Insurance Certificate - City of Stockton.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Policies and Procedures Handbook.doc

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

Printed By: Kayla Martin on 3/30/2022

SAM.gov - screen shot of sam.gov registration *Required

SAM screen shot.docx

Key Program Staff Resume *Required

RESUME - 2014.doc

Title Report

***No files uploaded*

Optional Documents

***No files uploaded*

Submit**Case Id:** 48564**Name:** CoS ESG (Fed) HMIS - 2022-23 - 2022/23**Address:** *No Address Assigned*Completed by jmendelson@cqlihc.org on 1/20/2022 4:15 PM*

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Jon Mendelson

Title

Executive Director

Date

01/20/2022

Signature

Jon Mendelson

*Electronically signed by jmendelson@cqlihc.org on 1/20/2022 4:15 PM*Please download and upload the Certification page [here](#).

Certification Page ***Required**

Certification.pdf

Program Overview

Completed by cwood@downtownstockton.org on 1/3/2022 8:31 AM

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

Completed by cwood@downtownstockton.org on 1/7/2022 1:20 PM

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

Completed by cwood@downtownstockton.org on 1/5/2022 2:13 PM

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Downtown Stockton Alliance

B.2. Mailing Address

PO Box 2375 Stockton, CA 95201

EXECUTIVE DIRECTOR INFORMATION

B.3. First Name

Michael

B.4. Last Name

Huber

B.5. Email

mhuber@downtownstockton.org

B.6. Phone Number

(209) 464-5246

POINT OF CONTACT INFORMATION

B.7. First Name

Courtney

B.8. Last Name

Wood

B.9. Email

cwood@downtownstockton.org

B.10. Phone

(209) 464-5246

ORGANIZATION CONTACT INFORMATION

B.11. Website

www.downtownstockton.org

B.12. DUNS Number

9,285,516

B.13. EIN Number

680,374,511

B.14. Business License Number and Expiration Date

22-00117534 March 31, 2022

B.15. Type of Agency

Other

B.16. Number of Paid Staff

30

B.17. Number of Volunteers

2

C. Funding Request

Completed by cwood@downtownstockton.org on 1/10/2022 1:24 PM

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Downtown Stockton Portable Bathroom & Shower Unit (PBSU) Program

C.2. Project Site Location

316 N. El Dorado Street Stockton , CA 95202

C.3. Funding Requested in this application

\$51,752.00

C.4. Other funds already secured for the project

\$110,000.00

C.5. Total Cost to Complete Project

\$161,752.00

C.6. Other funds not yet secured

\$0.00

D. Organization Information

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

Completed by cwood@downtownstockton.org on 1/6/2022 3:06 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

As a PBID, the DSA's mission is to promote business, housing, arts and entertainment to help create a vibrant, sustainable, urban

community in Downtown Stockton. We have served our community for 24 years. The Downtown Stockton Alliance supports the downtown community via clean and safe services, such as sidewalk maintenance, safety ambassadors, and the Portable Bathroom and Shower Program; economic development support, which entails connecting property owners and business owners with key resources; business and event marketing support; public policy advocacy on behalf of Downtown's stakeholders; and hospitality services, such as providing directions, offering tours, and serving as safety escorts.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	278
Low Income (50%-80%)	50
Very Low Income (30%-50%)	50
Extremely Low Income (Less than 30%)	937
	1,315

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	557	78
Black/African American	332	4
Asian	55	4
Am. Indian/Alaskan Native	94	69
Native Hawaiian/Other Pacific Islander	14	1
Am. Indian/Alaskan Native & White	2	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	261	64
	1,315	220

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Printed By: Kayla Martin on 4/1/2022

1 of 2

Category	Clients Served
Disabled	173
Female Headed Households	312
Seniors	158
Youth	59
Homeless	937
	1,639

E. Project Funds

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

Completed by cwood@downtownstockton.org on 1/12/2022 2:32 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

1 of one for CDBG (our organization will also be submitting an application for ESG - we are planning to submit 1 application in each funding category for the PBSU)

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

This is not a request for one time or "seed funding." N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	B&M Entrepreneur Workshops	City CDBG	\$10,000.00	Project cancelled due to organizational transition	\$2,392.37
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG			\$0.00		\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG	Portable Bathroom & Shower Unit (PBSU)	City CDBG	\$93,422.00	Have requested funds to be rolled into 2021/2022.	\$4,732.20

FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG			\$0.00		\$0.00
FY2021/22 ESG	Portable Bathroom & Shower Unit	City ESG-CV; SJC ESG-CV; SJC ESG	\$228,809.00	Spending underway - will be spent by Summer 2022	\$156,481.14

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

In the 2021/2022 funding year, we received \$8,809 from SJC ESG which is on track to be spent by the end of June 2022.

In the 2021/2022 funding year, we received \$110,000 of SJC ESG-CV funding, which is on track to be spent by the end of June 2022.

In the 2021/2022 funding year, we received \$110,000 of City of Stockton ESG-CV funding, which is on track to be spent by the end of June 2022.

For the 2022/2023 funding year, we have secured \$110,000 of funding from SJC ESG-CV funding, thus far. We will begin spending this in July of 2022.

In this application, we are seeking funding of \$51,752 of City of Stockton CDBG to complement the SJC ESG-CV funding we already have for the 2022 - 2023 FY, and to allow us to run the PBSU for the full year.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

The DSA as an organization will be able to sustain itself regardless of funding, but the PBSU Program that we are seeking funding for would not be able to execute for the full 2022/2023 fiscal year without COS CDBG (or ESG) funds to complement the \$110,000 that we have secured from SJC ESG-CV for 2022/2023.

The DSA is seeking \$51,752 of COS CDBG funding in this application to fill in a gap between the existing SJC ESG-CV \$110,000 and the \$161,752 total project cost for 2022/2023.

The \$51,752 of COS CDBG funding requested in this application will cover \$35,000 of PBSU supply costs (towels, toilet paper, cleaning supplies, masks, soap, sandwich lunches, clean undergarments or other clothing items, etc.), \$8,000 of PBSU maintenance costs, and \$8,752 of the PBSU supervisor's salary.

We are requesting the same amount from both the COS CDBG and COS ESG programs in the hope that if one denies funding, we may still receive funding from the other, or that if one gives partially, the other may be able to award the remaining balance.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

The PBSU service area is Downtown Stockton and the intended beneficiaries are unsheltered homeless individuals who live in or near Downtown Stockton. The majority of beneficiaries will be homeless individuals who reside in Stockton, though we also expect that a few beneficiaries might be homeless individuals who live in other San Joaquin cities but travel to Downtown Stockton to receive various homeless services.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently “self-certify” on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Yes

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Unsheltered homeless persons.

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

Yes

We utilize a survey on our tablet through the Fulcrum App, and then ask participants to sign/self-certify using a stylus. An example of this digital form is attached in the required attachments section.

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

The CDBG funds requested will be used for 12 months of operation (July 2022 – June 2023) of the Portable Bathroom and Shower Unit (PBSU) Program – which encompasses the maintenance and operation of 1 mobile bathroom unit (with 3 toilets and 3 showers) for homeless individuals which is open from 8:00 AM – 4:30 PM, Monday – Friday, at the parking lot of St. John’s Church (316 N. El Dorado Street in Downtown Stockton). The PBSU is supervised by a DSA ambassador and 2 Ready-to-Work attendants who gather homeless user information for the Homeless Management Information System (HMIS); monitor and remove users if they exceed permitted usage time limit (15 - 20 min).

depending on whether they are using the toilet or the shower); purchase and serve sandwich lunches 3 times each week; track restroom usage frequency; provide clean undergarments and other clothing to clients; coordinate homeless service site visits; and provide mental health, physical health, and housing service brochures/information.

The DSA is seeking \$51,752 in CDBG funding for the PBSU program FY 2022/2023, which costs \$161,752 in total. The CDBG funding will cover PBSU supply (toilet paper, cleaning supplies, masks, towels, soap, sandwich lunches, clothing items, etc.) costs of \$35,000; PBSU maintenance costs of \$8,000; and \$8,752 of the PBSU supervisor's salary.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

Number of PBSU uses throughout the year.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	800
Households	0
Other	7,000
	7,800

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

In regards to service delivery for the PBSU program, the Portable Bathroom and Shower Unit, which has 3 shower/toilet stalls, will be open and operated Monday – Friday from 8:00 AM – 4:30 PM in the parking lot of St John’s Church located at 316 N. El Dorado Street. Each unit has toilets, sinks, toilet paper, a shower stall, paper towels, seat covers, waste bins, and towels.

The PBSU is supervised by one DSA hospitality ambassador and 2 Ready-to-Work participants, who gather homeless client user information for the HMIS (name, birthday, SSN, housing status, ethnicity, preferred language, length of time homeless, mental health status, and physical health status) prior to bathroom use; monitor and remove users if they exceed permitted usage time limit (15 - 20 min., depending on whether they are using the toilet or shower); track restroom usage frequency; serve sandwich lunches 3 times a week; provide clean undergarments and other clothing to clients; coordinate homeless service site visits; and provide mental health, physical health, and housing service brochures/information.

Clients can use the PBSU at no cost and with no advanced notice - they need only arrive at the PBSU location, answer our questionnaire, and provide their signature in order to access the bathrooms. Additionally, 1 of our bathroom/shower stalls is ADA compliant.

In addition to providing brochures, the DSA coordinates site visits with services agencies to link the homeless directly to homeless support service providers.

In terms of outreach or communicating the existence of the PBSU to the homeless community (the majority of whom

Attachment A

are low income), the program has been shared with members of the Continuum of Care; has been shared on the DSA's Facebook page; has been shared with homeless service providers; and has been shared via posters near known homeless camps. Our safety ambassador team also distribute cards that have the location of the PBSU on them to homeless individuals they encounter during their shifts. The marketing materials use bathroom symbols in addition to words in order to reach individuals who may not speak English or who may not be literate.

F. Project Impact

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

Completed by cwood@downtownstockton.org on 1/21/2022 4:14 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	800
	800

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	372	70
Black/African American	242	4
Asian	20	4
Am. Indian/Alaskan Native	85	62
Native Hawaiian/Other Pacific Islander	13	1
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	68	58
	800	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	156
Female Headed Households	281
Seniors	115
Youth	35
Homeless	800
	1,387

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	0	0	0
2020-2021 (Anticipated)	4	887	886
2021-2022	4	800	799
	8	1,687	1,685

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

The PBSU Program encompasses the maintenance and operation of 1 mobile bathroom unit (with 3 toilets and 3 showers) for homeless individuals which is open from 8:00 AM – 4:30 PM, Monday – Friday, at the parking lot of St. John’s Church (316 N. El Dorado Street in Downtown Stockton).

The PBSU is supervised by a DSA ambassador and 2 Ready-to-Work attendants who gather homeless user information for the Homeless Management Information System (HMIS); monitor and remove users if they exceed permitted usage time limit (15 - 20 min. depending on whether they are using the toilet or the shower); track restroom usage frequency; provide clean undergarments and other clothing to clients; and provide mental health, physical health, and housing service brochures/information.

In addition to operating the PBSU, the DSA serves lunches 3 times a week and coordinates site visits with service agencies (public health, covid-19 vaccine and test providers, laundry services, donated clothing providers, etc.) to link the homeless directly to housing and other services they need, thus enabling the PBSU to meet the immediate public lavatory needs of unsheltered homeless individuals; connect said individuals with food, housing, mental health, and medical resources; reduce the general public’s exposure to human waste health hazards; and provide employment/experience to low-income individuals.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

The need for the PBSU Program initially arose from a chronic public health issue in the form of public urination and defecation in Downtown Stockton primarily caused by the unsheltered homeless population as a result of a public restroom shortage. As the gateway to our city and the seat of our county, the DSA considered it of paramount importance to address this problem, which endangers the general public – workers and visitors alike – by exposing them to infectious diseases, and is disenfranchising for unsheltered homeless individuals who have nowhere to defecate, urinate, shower, or wash their hands with dignity. Prior to the creation of the PBSU program, the DSA received calls to our maintenance team to pick up 2,000 instances of human waste from public sidewalks and parking lots a year.

The implementation of this Portable Bathroom and Shower Unit at the start of 2021 has begun to address a combination of need gaps in our community. These need gaps and the PBSU's role in addressing them are outlined below.

1. A) Need Gap 1: Lack of Accessibility and Availability of Facilities to Address Hygiene Needs of Unsheltered Homeless
The 2019 PITC reports 1,558 unsheltered homeless in San Joaquin; 921 (59%) of those were found in the Stockton area, specifically. This demonstrates Stockton's position as the primary hub for the county's unsheltered homeless. Being unsheltered, these individuals have limited access to restrooms – especially since COS Public Works has closed many public ones; they are also frequently turned away by businesses/private restroom owners. The PITC asserts that 72% of the unsheltered homeless have been so for over a year; this long-term lack of restroom access reduces the quality of living conditions for homeless individuals and contributes to public health hazards, which is evidenced by the 2,000 instances of human waste that the Downtown Stockton Alliance (DSA) removed from sidewalks the year before PBSU installation. With the onset of COVID-19, this need gap has become even more critical to address - without a way to clean themselves while living on the streets, the unsheltered homeless are now also facing a greater risk of contracting and spreading COVID-19 within their communities.

B) PBSU As a Solution to Need Gap 1: Improving Accessibility and Availability of Hygiene/Sanitary Needs of Unsheltered Homeless

The PBSU offers the unsheltered homeless much-needed access to restroom facilities 5 days a week, 8.5 hours per day. Because of the PBSU, the unsheltered homeless have an available, secure place to relieve themselves and wash their hands/faces. This helps them retain their dignity; shields them from street dangers while relieving themselves; reduces incidents of indecent exposure/public urination; improves their living conditions; helps reduce the chance of COVID-19 spreading within the unsheltered homeless community; and reduces the general public's exposure to infectious diseases (including COVID-19). Additionally, we now have COVID vaccinations on site through SJ Public Health, which is helping the homeless community get easy access to COVID-19 protection. Since the launch of the program in January 2021, the PBSU has provided 7,444 total bathroom/shower uses to 887 unique users! In 2021, 46 vaccines were administered by Public Health on site, and 19 COVID-19 tests were administered. We certainly have been filling in these gaps for the homeless community.

2. A) Need Gap 2: HMIS Data Collection Gaps

As discussed in the SJ County Point in Time Count 2019 (PITC), there is an ongoing struggle to collect accurate data about homeless individuals; it is also difficult to establish connections with homeless individuals via typical street outreach programs. This causes a knowledge gap in Stockton and in SJ County at large - the amount of homeless individuals reported does not necessarily mirror the actual amount of homeless in the area. Furthermore, data collected on individuals who are interacted with only once for the purpose of a count may be incomplete, thus hindering aid.

B) PBSU As a Solution to Need Gap 2: Helping with HMIS Data Collection

The DSA collaborates with the county via the PBSU to improve the collection of data entered into the HMIS. PBSU monitors engage with homeless individuals using the bathrooms in order to learn about them, including but not limited to SSN, birthdate, housing status, ethnicity, preferred language, length of time on the streets, mental health status, and physical health status. The very nature of the PBSU attracts individuals who are most difficult to track in typical counts - unsheltered individuals. Since bodily functions are daily occurrences - and unsheltered individuals are the most common PBSU

users – the PBSU can build more robust files on unsheltered homeless who live in Downtown Stockton and surrounding areas. Repeat users such as those who use the PBSU contribute to a more detailed HMIS. Since the launch of the program in 2021, DSA has reported all 887 users into the HMIS; of those users, 183 individuals were NEW entries into the HMIS/they were not previously accounted for in the county's system. This proves that our program is contributing to increasing the accuracy of our county's homeless count.

3. A) Need Gap 3: Barriers to Housing – Mental Health and Substance Abuse

The 2019 PITC mentions mental illness and drug or alcohol addiction as barriers to housing for the unsheltered homeless population. The 2019 PITC asserts that 63% of the County's unsheltered homeless struggle with substance

abuse, and 37% of unsheltered homeless suffer from mental health problems. Having these issues makes it difficult for individuals to successfully enter into or remain in a shelter, without appropriate services. While this data is County-wide, it applies to all SJ cities, including Stockton.

B) PBSU As a Solution to Need Gap 3: Serving as a Hub for Information and Access to Homeless Resources for Mental Health and Substance Abuse

In addition to collecting information about users, the PBSU serves as a hub of information for homeless resources, like mental health services, substance abuse services, medical services, and housing for the unsheltered homeless in the Downtown Stockton area. Literature about these programs is available at the PBSU site; monitors recommend resources; and DSA collaborates with agencies to plan site visits to directly connect individuals with mental health, substance abuse, veteran, and housing programs. 3 PBSU clients have acquired jobs and entered shelters; 5 others have enrolled in the Ready to Work program; and several have accessed medical, drug, or mental health services through referrals from SJ Public Health.

G. Project Narrative

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

Completed by cwood@downtownstockton.org on 1/21/2022 4:16 PM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Transition

The PBSU Program helps clients move toward a better situation by giving them a dignified place to use the restroom and also giving them the means to keep their bodies clean. Without the PBSU program, the unsheltered homeless have to try to find a secluded place to relieve themselves and may have no way to bathe apart from trying to wade in the Delta water.

Self-Sufficiency

The PBSU program helps clients gain more control of their lives by giving them the ability to fulfill the very basic needs of personal hygiene. By keeping themselves clean, they are able to better integrate into society, and may even be able to obtain a job. The information we share regarding other homeless service programs also moves clients towards self-sufficiency or a lower level of need by giving them access to mental health, physical health, substance abuse, or housing services, which can help lift them out of their unsheltered state.

Stabilization

The PBSU program provides stabilization for clients by offering them a consistent place to have their hygienic needs met. By having a regular location, M - F, from 8:00 AM - 4:30 PM, clients know they can count on being able to use the toilet or to shower on a regular basis. This consistency offers a way to stabilize their lives on the streets; instead of wondering when or how they will be able to use the restroom or to shower, they can arrange their schedule to have a clean shower and a safe place to use the restroom 5 days a week. This is one small step toward reducing the stress and unpredictable nature of living on the streets. Having a dependable way to stay clean can lead them closer to the possibility of

wanting to receive other services and can also make it much easier for them to obtain and hold a job. 3 PBSU clients have entered shelters and found jobs, and 5 others have enrolled in the Ready to Work program.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

Timeline

The requested CDBG funding will contribute to the operations of the PBSU from July 1, 2022 to June 30, 2023. An average of \$4,313 CDBG funds will be spent on a monthly basis during this 12 month period. The program will continue to operate beyond the requested CDBG funding time period, provided DSA can secure additional funding to do so, or provided that DSA finds a partner who can take over operations at that point in time.

Detailed Description

As mentioned earlier in the application, the PBSU program encompasses the maintenance and operation of 1 mobile bathroom unit (with 3 toilets and 3 showers) for homeless individuals which is open from 8:00 AM – 4:30 PM, Monday –Friday, at the parking lot of St. John’s Church (316 N. El Dorado Street in Downtown Stockton). The PBSU is in operation year round.

The PBSU is supervised by a DSA ambassador and 2 Ready-to-Work attendants who gather homeless user information for the Homeless Management Information System (HMIS); monitor users (who have a 15 - 20 min. time limit depending on whether they are using the toilet or the shower); track restroom usage frequency; distribute sandwich lunches 3 times a week; provide clean undergarments and other clothing to clients; and provide mental health, physical health, and housing service brochures/information. Users can return as often as they want to use the toilet and/or shower.

In addition to operating the PBSU, the DSA coordinates site visits with service agencies to link the homeless directly to housing and service providers, thus enabling the PBSU to meet the immediate public lavatory needs of unsheltered homeless individuals; connect said individuals with food, housing, mental health, COVID-19 vaccinations/testing, and medical resources; reduce the general public’s exposure to human waste health hazards; and provide employment/experience to low-income individuals. This project is a continuation of the PBSU project, which launched at the start of 2021. The project will continue year-round, as long as DSA is able to secure funding or until the DSA finds a partner who is willing to take on operation of the unit.

Activities

The specific tasks/activities which will be undertaken to accomplish our objectives will be:

1. Operation of the portable shower and bathroom unit M – F, 8:00 AM – 4:30 PM, using a supervisor and two bathroom attendants to interact with users and gather user information; clean the bathrooms; order PBSU supplies; and share information about other homeless services to clients.
2. Provision of lunch 3 times a week to homeless individuals.
3. Entry of collected client information into the HMIS by office staff.
4. Staff review of PBSU data to ensure goals/benchmarks are being met.
5. Coordination with homeless service providers to obtain program marketing materials and to arrange for providers to be on site.
6. Keeping in regular contact with homeless service providers to track whether clients are gaining access to other homeless services.
7. Promotion of the PBSU through social media, posters, and sharing information with strategic organizations to

increase
the number of users/clients.

All of these activities will help us achieve our aims of providing more available and accessible hygienic services to the unsheltered homeless, of connecting unsheltered homeless with other homeless service providers, and helping to add information/data about our county's unsheltered homeless population to the HMIS.

PBSU Goals/Benchmarks

1. DSA has set a goal for 30 uses a day on average as a measure of success for the program, with a goal of serving 800 unique clients yearly, and of those we expect 799 of them to be Stockton residents. We also have set a goal for 7,000 total uses. To achieve this goal, we are planning to conduct over 2,000 hours of PBSU operation.
2. DSA has set a goal of helping at least 10% of total PBSU clients (80 individuals) yearly to receive mental health, physical health, or substance abuse services and/or transition into housing.
3. DSA aims for accurate entry of 95% of client user data to be collected and then entered into the HMIS.

For us, success would mean meeting or exceeding our goals for PBSU usage, users, and number of clients getting access to services that can help them transition out of life on the streets; and successful data entry into the HMIS.

Project Activity or Program Service #	Describe the Deliverable
1	DSA has set a goal for 30 uses a day on average as a measure of success for the program, with a goal of serving 800 unique clients yearly, and of those we expect 799 of them to be Stockton residents. We also have set a goal for 7,000 total uses. To achieve this goal, we are planning to conduct over 2,000 hours of PBSU operation.
2	DSA has set a goal of helping at least 10% of total PBSU clients (80 individuals) yearly to receive mental health, physical health, or substance abuse services and/or transition into housing. To achieve this goal, we are continuing our coordination with SJ Public Health and other homeless service providers to provide information and/or on site services to our homeless clients.
3	DSA aims for accurate entry of 95% of client user data to be collected and entered into the HMIS. To achieve this, daily, the PBSU supervisor checks her written client records with those the attendants have entered into the Fulcrum app to be sure that 95 – 100% of data is properly recorded. If she notices a mistake or that a client is missing, she coordinates with the attendants to correct a mistake or add the client immediately, if possible. A second ambassador enters this data into the HMIS.

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

The DSA has sufficient organizational capacity to implement the PBSU program, as evidenced not only by our current management of the PBSU program itself, but also by various teams, programs, grants, and other projects DSA has managed. Our current programs and success are outlined below and demonstrate the capabilities of our organization:

Printed By: Kayla Martin on 4/1/2022

3 of 8

1. Downtown Maintenance Team & Equipment

For over 24 years, the Downtown Stockton Alliance has managed a maintenance team within our 123 square block district; they are responsible for picking up trash/human waste/litter on sidewalks, removing graffiti from street-facing buildings, removing weeds on sidewalks, and emptying trash cans within the Downtown area. We also manage a pressure washing team. In our operation of this program, we successfully manage capital equipment in the form of 7 mules, an EV, two trucks, pressure washers, etc., which we keep in our maintenance garage. We currently manage over 20 maintenance crew members. As a part of providing these services, we track the amount of trash they pick up each day, the number of service calls they address, and the number of graffiti instances they remove; this is all compiled in our annual report and demonstrates our ability to effectively manage a team, to collect and report data, and to execute services.

2. Safety Ambassador Program

Since February 2020, DSA has managed the Downtown Safety Ambassador Program, which involves the supervision, training, and hiring of an ambassador team which patrols the Downtown district. These safety ambassadors monitor the district 20 hours a day, 7 days a week and are required to report all incidents using the Fulcrum app. This again demonstrates our ability to manage teams, to track/collect data, and to execute services.

3. Grants Managed

The DSA has also managed several grants in recent years. Grants which were managed in the last few years included a CDBG grant from the City of Stockton for the PBSU in 2020 (\$93,442), a CDBG grant for entrepreneur workshops in partnership with Centro Community Partners, a tech incubator grant from PG&E, a SJC ESG-CV grant (\$220,000 for 2021 - 2023), a SJC ESG grant (\$8,809 for 2021 - 2022) and a 2020/2021 COS ESG-CV grant (\$110,000) for the PBSU. Through the Downtown Stockton Enterprise Loan Fund (DSELF) – a 501(c)3 nonprofit under the DSA's umbrella - we received over \$100,000 from banks in 2006-2007 specifically to use for microlending to small downtown businesses, and have grown that fund to over \$200,000. We have effectively managed and submitted reporting for all grants which we have received in the past.

4. PBSU Program

Last year, we began operating the PBSU program. We have one supervisor and 2 attendants managing the program M - F, 8:00 AM - 4:30 PM, and we have been able to successfully gather and track data for 887 unique users and have also collected usage data for 7,444 total uses, using an app called Fulcrum. We have cleaned and maintained the unit, served and ordered lunches 3 times a week, partnered with laundry service providers, coordinated with donated clothing providers, and partnered with SJ Public Health to have COVID-19 vaccinations/testing administered on site. We have entered our user data into the county's HMIS. Our successful execution and management of this program in 2021 demonstrates our capability to continue managing this program in 2022 and beyond.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

Our agency implements the program as described previously. Our staff (an ambassador/PBSU supervisor and 2 PBSU attendants) operate the mobile bathroom unit (with 3 toilets and 3 showers) for homeless individuals from 8:00 AM – 4:30 PM, Monday – Friday, at the parking lot of St. John's Church (316 N. El Dorado Street in Downtown Stockton). The PBSU is in operation year round.

Clients access the unit simply by walking into the parking lot, asking the attendants to use it, and answering our survey/questionnaire.

The PBSU is supervised by a DSA ambassador/PBSU supervisor and 2 Ready-to-Work attendants who gather homeless user information and enter it into the Fulcrum app; monitor and remove users if they exceed permitted usage time limit (15 - 20 min. depending on whether they are using the toilet or the shower); track restroom usage frequency;

serve sandwich lunches 3 times a week; provide clean undergarments and other clothing to clients; and provide mental health, physical health, and housing service brochures/information.

The DSA ambassador/PBSU supervisor coordinates site visits with service agencies to link the homeless directly to housing and service providers, thus enabling the PBSU to meet the immediate public lavatory needs of unsheltered homeless individuals; connect said individuals with housing, mental health, and medical resources; reduce the general public's exposure to human waste health hazards; and provide employment/experience to low-income individuals.

A second DSA ambassador takes the collected user data in Fulcrum and enters it into the HMIS system.

The DSA CEO conducts the ordering of supplies and schedules maintenance of the PBSU, conducts grant reporting, and builds relationships with other homeless service providers to help spread the word about the PBSU.

The DSA Marketing Coordinator promotes the PBSU on social media.

The DSA Economic Development Director compiles information to assist with the quarterly reports and annual report.

Lastly, our Safety Ambassadors distribute informational cards with details about the PBSU's location and hours to homeless individuals they encounter on the streets.

Project Deliverable #	Describe the Deliverable
1	DSA has set a goal for 30/day on average as a measure of success for the program, with a goal of serving 800 unique clients yearly, and of those we expect 799 of them to be Stockton residents. We also have set a goal for 7,000 total uses. To achieve this goal, we are planning to conduct over 2,000 hours of PBSU operation through our PBSU supervisor and 2 attendants. Clients access the unit by walking into the parking lot, asking the attendants to use it, and answering our survey/questionnaire.
2	DSA has set a goal of helping at least 10% of total PBSU clients (80 individuals) yearly to receive mental health, physical health, or substance abuse services and/or transition into housing. To achieve this goal, we are continuing our coordination with SJ Public Health and other homeless service providers to provide information and/or on site services to our homeless clients. Our PBSU supervisor and CEO coordinate these services.
3	DSA aims for accurate entry of 95% of client user data to be collected and entered into the HMIS. To achieve this, daily, the PBSU supervisor checks her written client records with those the attendants have entered into the Fulcrum app to be sure that 95 – 100% of data is properly recorded. If she notices a mistake or that a client is missing, she coordinates with the attendants to correct a mistake or add the client immediately, if possible. A second ambassador enters this data into the HMIS.

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

Goal Criteria 1: DSA aims for 30 uses a day on average as a measure of success for the program, with a goal of serving 800 unique clients yearly, and of those we expect 799 to be Stockton residents. We also have set a goal for 7,000 total uses. To help achieve this goal, we will conduct over 2,000 hours of PBSU operation.

Measuring success: We examine our average daily uses on a monthly totals to see whether we are meeting our goal of 30 uses on average, a day; if we aren't consistently meeting that goal, then we look to improve marketing efforts and coordination with other service providers to be sure knowledge of our program has permeated the community.

Goal Criteria 2. DSA aims for at least 10% of PBSU clients (80 individuals) yearly to receive mental health, physical health, or substance abuse services and/or transition into housing.

Measuring success: Monthly, we plan to talk with the service providers whose marketing materials are at the PBSU or who have been to the site to promote their services in order to learn whether clients from the PBSU have used their services. We also will talk with regular PBSU clients themselves to learn what changes they have made in their lives. If we don't see that at least this minimum number is being reached on a monthly basis, then we will examine whether we need to bring additional or different service providers out to the site, or improve our communication to the clients about services available.

Goal Criteria 3. DSA aims for accurate entry of 95% of client user data to be collected and then entered into the HMIS.

Measuring Success: Daily, the PBSU supervisor checks her written client records with those that the attendants have entered into the Fulcrum app to be sure that 95 – 100% of the client data is being properly recorded. If she notices a mistake or that a client is missing from the app, then she coordinates with the attendants to correct a mistake or add the client immediately, if possible. Any mistakes in collection are addressed with the attendants as soon as they occur, so as to prevent repetition of errors. Our data entry staff member then takes that collected information and enters it into the HMIS, checking with the PBSU supervisor if they have any questions, and checking for accuracy. The records from the PBSU will be compared with the HMIS records on a quarterly basis to ensure that all info is correctly matched.

For us, success would mean meeting or exceeding our goals for PBSU usage, users, and number of clients getting access to services that can help them transition out of life on the streets; and successful data entry into the HMIS.

Deliverable #	Task that Support Deliverable
1	To achieve the goal of 800 users and 7,000 uses, we will conduct over 2,000 hours of PBSU operation through our PBSU supervisor and 2 attendants, who will operate the PBSU M – F, 8:00 AM – 4:30 PM; gather user information; clean the bathrooms; order PBSU supplies; provide lunch 3 times a week to clients; provide clean undergarments and other clothing items; and share information about other homeless services to clients. DSA staff will also promote the PBSU to the public and review PBSU data.
2	To achieve the goal of helping at least 10% of total PBSU clients to obtain access to other homeless services, DSA staff will coordinate with homeless service providers to obtain program marketing materials and to arrange for providers to be on site, and keep in regular contact with homeless service providers to track whether clients are gaining access to other homeless services.
3	To achieve the goal of accurate entry of 95% of client user data to be collected and entered into the HMIS, DSA staff will collect client data and enter it into Fulcrum; check the accuracy of daily entries; transfer Fulcrum data into the HMIS; and review data regularly to correct any mistakes.

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

This project will target the unsheltered homeless in and around Downtown Stockton, CA; the unsheltered homeless will benefit by gaining access to a bathroom and shower for no fee, while also gaining access to lunches 3 times a week, public health services such as COVID-19 vaccinations/testing, and information about other homeless services in the community. The eligibility requirements are simply that clients fill out our questionnaire/survey and sign our user agreement.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

The PBSU Program differs from similar programs, like Showered With Love (the most similar local program) in a few ways. First, the PBSU offers toilets, whereas Showered With Love only offers showers. Second, the program is in operation Monday - Friday, from 8:00 AM – 4:30 PM in one consistent location, whereas Showered With Love rotates its locations between Stockton and Lodi and only operates a few days/week from 9:00 AM – 1:30 PM. Because our program runs 5 days/week, it offers more opportunities for the unsheltered homeless to wash their hands/faces, use the bathroom, and /or take a shower. We do not currently collaborate with Showered With Love, although we did share space with them at St. John's for part of 2021.

We currently collaborate with St. John's Episcopal Church; they allow us to place the PBSU in their parking lot and have also allowed us to construct a shed for storage (see our MOU in the additional attachments section). They have also donated hairbrushes, food, clothing, and other items to The PBSU program.

We currently collaborate with Ready-to-Work to recruit the PBSU attendants.

We have also coordinated with Central Valley Low Income Housing in order to gain access to the HMIS.

We currently partner with SJ Public Health to provide health services and COVID-19 vaccines on site.

We partner with laundry service provider Uplift All to provide weekly laundry service to the homeless on site.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

As described earlier in this application, the DSA is seeking gap funding from either the City's CDBG or ESG programs to complement the already secured funding of \$110,000 from SJ County's ESG-CV grant for 2022/2023. We plan to continue operation for as long as we are able to obtain funding or until we are able to find a partner organization interested in taking over the project.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

Our Executive Director Mike Huber sits on the South Pointe Coalition Board.

Our Executive Director Mike Huber and Economic Development Director Courtney Wood sit in on the EDD's Community Resource calls.

City of Stockton EDD employee Tina McCarty sits on our Board of Directors.

City of Stockton EDD employee Nicole Snyder sits on our Downtown Stockton Enterprise Loan Fund (DSELF) Board of Directors.

H. ESG

Completed by cwood@downtownstockton.org on 1/21/2022 4:12 PM

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

0

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

As mentioned earlier in the application, the PBSU program encompasses the maintenance and operation of 1 mobile bathroom unit (with 3 toilets, 3 sinks, and 3 showers) for homeless individuals which is open from 8:00 AM – 4:30 PM, Monday – Friday, at the parking lot of St. John’s Church (316 N. El Dorado Street in Downtown Stockton).

This project is instrumental in directly preventing the spread of COVID-19 by offering the unsheltered homeless a much-needed place to use the restroom/wash their hands/shower. The unsheltered homeless typically do not have bathrooms readily available to them. They could come into contact with COVID-19 and have nowhere to wash their hands/prevent themselves from contracting the virus as a result of their initial contact with it. The PBSU gives them critical access to personal hygiene services which can protect homeless individuals and can also prevent the spread of COVID-19 within the unsheltered homeless community, and the community at large. Additionally, our coordinated site visits by SJ Public Health provide homeless individuals with direct access to COVID-19 vaccinations and testing, further helping to decrease the likelihood that they will contract COVID-19 or become seriously ill from COVID-19. In 2021, 46 vaccines were administered by Public Health on site, and 19 COVID-19 tests were administered.

The PBSU meets the immediate public lavatory needs of unsheltered homeless individuals; prevents the contraction and spread of infectious illnesses like COVID-19; connects said individuals with housing, mental health, and medical resources; reduces the general public’s exposure to human waste health hazards; and provides employment/experience to low-income individuals.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

Yes

I. Public Facility Project

Completed by cwood@downtownstockton.org on 1/4/2022 1:35 PM

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A - not a Public Facility project

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A - not a Public Facility project

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

N/A - not a Public Facility project

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

N/A - not a Public Facility project

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A - not a Public Facility project

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A - not a Public Facility project

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A - not a Public Facility project

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

This is a continuation of the existing PBSU program/service described earlier in the application, which we launched in January of 2021.

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

Completed by cwood@downtownstockton.org on 1/21/2022 4:11 PM

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

1. Coordination and collaboration with other service providers.

When it comes to coordination and collaboration with other service providers, it can be difficult to get everyone working towards a common goal. Additionally, some organizations who provide homeless services don't always enter their data into the HMIS, which means their data is not necessarily shared with the county or other organizations. Through DSA's relationships with homeless service providers, the PBSU program encourages other service agencies/organizations, like SJ Public Health, Uplift All, etc., to come to the table and set agreed-upon days/times to provide service/visit the PBSU site, which serves as a gateway to their own services. The PBSU encourages collaboration among service providers and helps to build a stronger referral network for homeless services, as evidenced by the number of PBSU clients who accessed vaccines, other medical care, mental health assistance, and shelters after visiting the PBSU. Additionally, the PBSU program's collection of client data and entry of that data into the HMIS increases the sharing of homeless client information among homeless service providers and with SJ County; as mentioned, we helped input data for 887 individuals, of which 183 were brand new entries into the HMIS.

2. Removing barriers that limit access to services and participation

Homeless individuals are frequently banned from using business restrooms, and there are few public restrooms available in the Stockton area, since many park restrooms are permanently closed. Unless you are a paying customer at a business, it can be difficult to find a public restroom; similarly, free showers are not readily available to those who are unsheltered.

The PBSU program removes all barriers for unsheltered individuals looking to use the bathroom or to take a shower. There is no monetary cost to the client to use our service, and the only requirement is that they take our survey/questionnaire. We provide free access to showers and toilets to unsheltered homeless who otherwise may not have access to these services. As mentioned, we served 887 individuals in 2021, with a total of 7,444 bathroom/shower uses for the same year. We also connect the homeless with COVID-19 vaccines and COVID-19 testing through SJ Public Health on site, for free; this helps eliminate barriers they might have been experiencing in terms of COVID-19 prevention and care. In 2021, 46 vaccines were administered by Public Health on site, and 19 COVID-19 tests were administered.

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J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

This program is very accessible to the average ambulatory person via public transportation.

The PBSU is within .1 miles of the El Dorado and Fremont Bus Stop, which equates to a 2 minute, 1.5 block walk.

The PBSU is within .4 miles of the Greyhound bus station on Weber Avenue, which equates to an 9 minute walk that spans 5 blocks.

The PBSU is within .1 miles of the Weber & Center Bus Stop, which equates to a 3 minute walk that spans 1.5 blocks.

The PBSU is within .7 miles of the ACE train station, which equates to a 14 minute walk that spans 10 blocks.

In addition to being accessible via public transit, this location is also walkable for individuals who are receiving assistance

from the Human Services Agency (7 blocks away; .6 miles; 12 minutes walking distance) and the Gospel Center Rescue Mission (10 blocks away; .7 miles; 15 minutes walking distance).

This central location is ideal for the target population of unsheltered homeless, so no additional measures will be taken

to specifically reduce transportation barriers.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**
- Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.**
- Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons**
- Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure**
- Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.**

K. Required Documents

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

Completed by cwood@downtownstockton.org on 1/21/2022 9:22 AM

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers 'Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

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1 of 4

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

budget table 2022-2023 final 1.11.2022.pdf

Project Scope and timeline 2022-2023 1.11.2022.pdf

Organization Operational Budgets *Required

DSA 2021 Budget.pdf

DSA 2022 Budget Draft (3).pdf

Organization Financial Statements *Required

DSA Financial 12.31.21.pdf

Tax Status *Required

IRS Tax ID Letter.pdf

Board of Directors Roster *Required

2022 Full Board Roster.pdf

47337_Conflict of Interest on our Board.pdf

Articles of Incorporation/Bylaws *Required

DSA Original Articles of Incorporation.pdf
ByLaws.pdf

Conflict of Interest Statement *Required

Conflict of Interest Statement.png

Organization chart *Required

Organizational Chart 2022.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

resolution to apply for CDBG or ESG money.pdf

Business License Number *Required

bus license 2022.PDF

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

Insurance Cert.PDF

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Personnel Policies.pdf
43948_EmployeeIncidentReportForm.png

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

St. John's MOU.pdf

Evidence of Site Control

***No files uploaded*

SAM.gov - screen shot of sam.gov registration *Required

sam.gov screenshot.pdf

Key Program Staff Resume *Required

Shirley's Resume - PBSU Supervisor.pdf

About Resumes or Backgrounds of the Attendants.pdf

Title Report

***No files uploaded*

Optional Documents

43873_Client Service Map-Intake Process.pdf

43875_Cleaning Procedures for PBSU.pdf

43874_PBSU Intake Survey-Questionnaire.pdf

43876_Pit Stop Protocols - Guidelines for Workers.pdf

SJC ESG CV \$220,000 Agreement 2021 Downtown Stockton Alliance (1).pdf

SJC ESG \$8,809 2021 Down Stockton Alliance (1).pdf

ESG-CV Downtown Stockton Alliance Agreement.pdf

Submit

Completed by mhuber@downtownstockton.org on 1/21/2022 4:22 PM

Case Id: 48563

Name: Downtown Stockton Alliance - 2022/23

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Michael Huber

Title

Executive Director

Date

01/21/2022

Signature

Michael Huber

Electronically signed by mhuber@downtownstockton.org on 1/21/2022 4:21 PM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

signed -CDBG.ESG Signature.pdf

Program Overview

Completed by robertm@sjfairhousing.com on 1/21/2022 9:53 AM

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by robertm@sjfairhousing.com on 1/20/2022 8:12 AM

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

Completed by robertm@sjfairhousing.com on 1/20/2022 8:21 AM

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

San Joaquin Fair Housing Foundation, Inc.

B.2. Mailing Address

401 S El Dorado Street Suite A Stockton, CA 95203

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Robert

B.4. Last Name

Brooke-Munoz

B.5. Email

robertm@sjfairhousing.com

B.6. Phone Number

(209) 451-3471

POINT OF CONTACT INFORMATION**B.7. First Name**

Robert

B.8. Last Name

Brooke-Munoz

B.9. Email

robertm@sjfairhousing.com

B.10. Phone

(209) 451-3471

ORGANIZATION CONTACT INFORMATION**B.11. Website**

www.sjfairhousing.com

B.12. DUNS Number

965,161,656

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B.13. EIN Number

843,483,719

B.14. Business License Number and Expiration Date

San Joaquin Fair Housing Foundation, Inc.

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

7

B.17. Number of Volunteers

1

C. Funding Request

Completed by robertm@sjfairhousing.com on 1/20/2022 8:24 AM

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

San Joaquin Fair Housing

C.2. Project Site Location

401 S El Dorado Street Suite A Stockton, 95203

C.3. Funding Requested in this application

\$174,255.00

C.4. Other funds already secured for the project

\$0.00

C.5. Total Cost to Complete Project

\$274,828.00

C.6. Other funds not yet secured

\$100,573.00

D. Organization Information

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

Completed by robertm@sjfairhousing.com on 1/20/2022 9:26 AM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

San Joaquin Fair Housing is a critical partner and community resource for preventing local evictions and increased homelessness. Our role is to provide information, training and counseling services to renters and landlords. San Joaquin Fair Housing has been serving the community since 1983.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	30
Low Income (50%-80%)	79
Very Low Income (30%-50%)	41
Extremely Low Income (Less than 30%)	3,081
	3,231

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	1,277	182
Black/African American	1,108	66
Asian	151	17
Am. Indian/Alaskan Native	18	2
Native Hawaiian/Other Pacific Islander	11	0
Am. Indian/Alaskan Native & White	16	1
Asian & White	6	0
Black/African American & White	6	0
Am. Indian/Alaskan Native & Black/African American	6	0
Other Multi-Racial	632	514
	3,231	782

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	57
Female Headed Households	1,596
Seniors	13
Youth	0
Homeless	76

Printed By: Kayla Martin on 4/1/2022

1 of 2

E. Project Funds**Case Id:** 48643**Name:** San Joaquin Fair Housing Foundation, Inc -**Address:** *No Address Assigned

Completed by robertm@sjfairhousing.com on 1/24/2022 1:19 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

N/A

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	San Joaquin Fair Housing	Stockton, Lodi & SJ County	\$226,606.00	Completed	\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG	San Joaquin Fair Housing	Stockton, Lodi & SJ County	\$250,935.00	Completed	\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG	San Joaquin Fair Housing	Stockton, Lodi & SJ County	\$239,368.00	Completed	\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG	San Joaquin Fair Housing	Stockton, Lodi, SJ County & HACSJ	\$201,368.00	completed	\$0.00
FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG	San Joaquin Fair Housing	Stockton, Lodi & SJ County	\$2,344,225.00	On-going	\$0.00
FY2021/22 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

Printed By: Kayla Martin on 4/1/2022

1 of 3

Proposed funding:

City of Stockton - \$174,255

SJ County - \$82,573

City of Lodi - \$18,000

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

SJFH will still provide all services but would have to limit the amount of residents that we can work with. This could increase evictions that would be detrimental to tenants trying to secure housing; it will have these individuals living in substandard rentals with dubious owners that only collect rent. As such, the already overloaded court calendar would be impacted with more unlawful detainer actions which lead to homelessness. Less mediation would occur leaving tenants with no voice and owners providing less than minimum requirements under the City code enforcement. Less funding would also increase the possibilities of discrimination practices occurring but left overlooked.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

SJFH will serve the entire City of Stockton. Our major goal is to serve the very low to medium income residents but will have never denied services to anyone. We also provide services to the Cities of Lodi, Escalon, Lathrop, Manteca, Ripon and Tracy as well as all of the unincorporated areas of San Joaquin County.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Yes

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

Yes

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

No

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

The funding provides a permanent location and a trained staff of Housing Counselors that possess the knowledge of tenant and landlord rights & responsibilities and Fair Housing law. The funds cover all costs involved in keeping the agency in operations.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

N/A

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	4,106
Households	0
Other	0
	4,106

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

The program provides outreach to the private and public organizations within this county. The program accomplishes this by conducting seminars at Community centers, Homeless Shelters, Head Start programs, San Joaquin Delta College, City and County Code Enforcement offices, Property Management companies, and in conjunction with the Housing Authority of the County of San Joaquin. We educate the Partnership agencies, public and private organizations on education and responsibilities of each party and where a referral would be made if a party felt that they were a victim of discrimination. Our service delivery methods include telephone contacts, in-office face to face contact, referrals to code enforcement and law enforcement. We also mail, fax and e-mail information to anyone that requests it.

F. Project Impact

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

Completed by robertm@sjfairhousing.com on 1/24/2022 2:02 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	33
Low Income (50%-80%)	115
Very Low Income (30%-50%)	35
Extremely Low Income (Less than 30%)	3,923
	4,106

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	1,676	265
Black/African American	1,338	100
Asian	177	24
Am. Indian/Alaskan Native	35	2
Native Hawaiian/Other Pacific Islander	11	0
Am. Indian/Alaskan Native & White	21	2
Asian & White	17	3
Black/African American & White	12	1
Am. Indian/Alaskan Native & Black/African American	7	1
Other Multi-Racial	812	633
	4,106	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	29
Female Headed Households	1,717
Seniors	8
Youth	0
Homeless	153
	1,907

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	17	4,084	4,084
2020-2021 (Anticipated)	14	3,231	3,231
2021-2022	19	4,491	4,491
	50	11,806	11,806

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

Mandated by HUD, this program is designed to further fair housing practices in the rental properties of Stockton. SJFH does this by providing education, mediation and discrimination complaints from residents that believe their rights have been violated under State and Federal law.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

The origin of this program was incorporated as a non-profit in 1983 to fulfill the HUD requirement for the City of Stockton to receive CDBG funding. The CDBG funding requirement indicates that there must be a component to further fair housing practices within the City of Stockton. SJFH has had the privilege and honor in providing these services for the past 39 years.

G. Project Narrative

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

Completed by robertm@sjfairhousing.com on 1/24/2022 2:34 PM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges**
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse**
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.**
- MAINTENANCE - Helps to ensure that clients do not decline, etc.**
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service**
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation**

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Prevention: Our agency works to mediate housing issues between tenants and landlords to prevent an eviction process which will negatively affect the tenant's credit and ability to secure housing for up to 10 years. Often an eviction process can lead to homelessness. In addition, the process is costly for the landlord and impacts the court calendar as well.

Early Intervention: Our agency works to assist tenants with the information needed to handle such issues as repair requests, referrals to other agencies that can assist with legal or financial issues, as well as communication assistance with their housing provider in order to remedy the situation before it escalates to a situation that cannot be remedied.

Stabilization: Our agency assists clients through seminars, workshops, community events, outreach and one on one consultation to educate both tenants and landlords on their rights and responsibilities, current housing laws and correct practices in order to assure that they will improve the quality of their housing environment.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

SJFH will provide one-on-one education and mediation to both the tenant and the property owner with rental housing issues within the City of Stockton. We also provide education, mediation and investigation on State and Federal Fair Housing laws to the tenant, Property Management and owners. We do conduct outreach in the form of seminars,

public speaking to interested groups, sending out flyers, informational booths at Community events and outreach to all social service agencies in our area.

There are no other programs within the City of Stockton or San Joaquin County that provide similar services or that fulfill HUD requirements to ensure Fair Housing practices are adhered to. There are no other services that provide comprehensive tenant, property management/owner education and mediation services as an alternative to the legal system. As stated, this program has developed a strong liaison between property management, private owners, the Housing Authority, City Code and other City departments including California Rural Legal Assistance but none of these programs provide the full scope of services we encircle.

Project Activity or Program Service #	Describe the Deliverable
1	Counseling and mediation are done on a daily basis. Our projected goal is 4106 City of Stockton residents. Office is open to the public Monday to Thursday 9am - 5pm and every other Friday 830am - 430pm
1	Tenant & landlord virtual workshops on rights & responsibilities are scheduled. A total of 4 tenant and 4 landlord workshops will be provided during the fiscal year.
1	SJFH will attend community events where Housing Counselors will be available to answer questions and give guidance.
1	SJFH will send out brochures to all funding entities. City of Stockton, City of Lodi, San Joaquin County, Escalon, Ripon, Tracy, Manteca & Lathrop.
1	SJFH will send our brochures and flyers to community partners and social service agencies in the community.
1	Quarterly meetings with California Rural Legal Assistance to stay updated on current laws and procedures.

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

SJFH has been in existence for over 39 years and has managed their CDBG funds as mandated. The Executive Director Robert Brooke-Munoz will be monitoring the federal and/or state grants. The Executive Director will oversee all expense. Hilda Maya/Program Manager is responsible in submitting the allocation billings and funding request to the Executive Director for review and approval on a monthly basis. The agency is under contract for accounting services, which will generate a monthly profit & loss statement and a monthly balance sheet. Our annual tax return will be completed by a CPA

San Joaquin Fair Housing staffing for 2022 - 2023

Robert A Brooke-Munoz/Executive Director: over 24 years for housing experience

Hilda Maya/Program Manager-Housing Counselor has been with the agency for 13 years

Maria Graham/Housing Counselor has been with the agency for 8 years

Sonia Carrillo/Housing Counselor has been with the agency for 26 years

G.5. Explain how your agency will implement this program/project and what staff will administer the activities. How will clients access the program/project?

Our on-going services have been available to the residents of the City of Stockton for 39 years. The funding will allow

our program to stay in operation. Residents can call our office for assistance, bring in notices for review, email and attend our virtual workshops.

Project Deliverable #	Describe the Deliverable
1	The program is on-going for the past 39 years. Continued outreach, community events and community contacts plus word of mouth.
1	The following staff will administer the program and its activities. Robert A Brooke-Munoz/Executive Director: over 24 years for housing experience Hilda Maya/Program Manager-Housing Counselor has been with the agency for 13 years Maria Graham/Housing Counselor has been with the agency for 8 years Sonia Carrillo/Housing Counselor has been with the agency for 26 years
1	Clients will be able to call in and communicate by email, fax, virtual or US mail. SJFH is located downtown near bus lines and is fully handicapped accessible.
1	Attend regular CAA webinars for regular updates on current housing policy changes
1	Quarterly meetings with California Rural Legal Assistance to stay updated on current laws and procedures.

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

SJFH currently uses a data base where we log in the work completed on each client. This includes physical location, income, family size, ethnicity and race, disability, veterans, homeless and single female household's.

Deliverable #	Task that Support Deliverable
1	SJFH has a data base where all information is tracked on a daily basis. Location, family size, ethnicity, income etc... Executive Director monitors the data base with staff on a monthly basis.
1	Every 3 months a written quarterly report will be completed so that SJFH can see how well they are performing.
1	At the end of the fiscal year a year-end report will be completed. The report will show that the agency met or exceeded its projected goals.

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

This program was designated by HUD to meet the national objective of the CDBG program by directing services in manner, which principally benefit 51% or more persons and families of very low, low and moderate income. San Joaquin Fair Housing has maintained serving the very low/low and moderated income residents of the City of Stockton at an average of over 90% in the last 39 years.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

There are no other programs within the City of Stockton or San Joaquin County that provide similar services or that fulfill HUD requirements to ensure Fair Housing practices are adhered to. There are no other services that provide comprehensive tenant, property management/owner education and mediation services as an alternative to the legal

system. As stated, this program has developed a strong liaison between property management, private owners, the Housing Authority, City Code and other City departments including California Rural Legal Assistance but none of these programs provide the full scope of services we encircle.

Robert Brooke-Munoz is part of several agency tasks force so he can network in hopes to secure any other funding available.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

San Joaquin Fair Housing has served the City of Stockton and all of San Joaquin County for 39 years. SJFH now has its 501(c)3 status which will enable the agency to see additional funding, collaborate with other 501(c)3's, seek out donations and fundraising. Due to limited funding San Joaquin Fair Housing was going to lay off 1 full-time Housing Counselor during the 2020-2021 fiscal year. SJFH was able to secure funding from the Community Foundation/Stockton Strong agency to retain the full-time Housing Counselor. SJFH applied for CDBG CV funds from the City of Lodi which enable us to hire a part-time receptionist/clerical support till June 30, 2021. SJFH applied and received ESG CV funding in 2021 which enable the agency to hire 2 full time Housing Counselors and 1 full time receptionist. This grant expires March 30, 2022.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

We do not have any employees or board members that sit on any community boards, commissions or committees that would be considered a potential conflict of interest with this application for federal funds. Each board member is a volunteer from the community.

H. ESG

Completed by robertm@sjfairhousing.com on 1/21/2022 9:54 AM

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

I. Public Facility Project

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

Completed by robertm@sjfairhousing.com on 1/24/2022 2:05 PM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

N/A

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

N/A

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by robertm@sjfairhousing.com on 1/20/2022 11:17 AM

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

SJFH will continue to seek and apply for additional funding to add staff. A staffing of 3 full-time Housing Counselors & 1 part-time Housing Counselor is insufficient. SJFH applied and received ESG CV funding from the City of Stockton. The funding enabled SJFH to hire 2 additional full-time Housing Counselors and 1 full-time receptionist. The additional staff has enabled us to serve more individuals/families during the current pandemic. The ESG CV funds expire March 30, 2022 at which time the SJFH staffing will be reduced.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

SJFH is located in downtown Stockton near bus lines and is handicapped accessible.

What we learned during the pandemic is that issues can be resolved by phone, emails, conference calls and virtual meetings.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**
- Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time**

buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by robertm@sifairhousing.com on 1/24/2022 11:53 AM

Case Id: 48643

Name: San Joaquin Fair Housing Foundation, Inc -

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

SJFH Foundation 2022 2023 operations budget.pdf

Organization Operational Budgets *Required

SJFH Foundation 2021 2022 Operations budget.pdf

SJFH Foundation 2022 2023 operations budget.pdf

Organization Financial Statements *Required

SJFH 2020 tax return.pdf

SJFH Foundation P&L balance sheet Jan 2022.pdf

Tax Status *Required

SJFH Foundation ltr of good standing Jan 2022.pdf

Board of Directors Roster *Required

Board of Directors SJFH Foundation 2022 2023.pdf

Articles of Incorporation/Bylaws *Required

SJFH Foundation Bylaws Articles .pdf

Conflict of Interest Statement *Required

SJFH Foundation Conflict interest Jan 2022.pdf

Organization chart *Required

SJFH Foundation org chart 2021 2022.docx

SJFH Foundation Org chart 2022 2023.docx

Board of Directors' authorization to request CDBG/ESG funding *Required

SJFH Foundation CDBG app approval Jan 2022.pdf

Business License Number *Required

SJFH Foundation business license May 2022.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

SJFH Foundation Ins Certificate Jan 2022.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Personnel plan January 2022.doc

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

SJFH Foundation rental space lease agreement.pdf

Evidence of Site Control

***No files uploaded*

SAM.gov - screen shot of sam.gov registration ***Required**

SAM gov January 2022.pdf

Key Program Staff Resume ***Required**

R Brooke Munoz resume.pdf

HMaya resume Jan 2022.pdf

Title Report

***No files uploaded*

Optional Documents

SJFH Foundation other docs Jan 2022.pdf

SJFH Foundation income verification Jan 2022.pdf

SJFH Foundation self certification Jan 2022.pdf

Submit**Case Id:** 48643**Name:** San Joaquin Fair Housing Foundation, Inc -**Address:** *No Address Assigned*Completed by robertm@sjfairhousing.com on 1/24/2022 2:35 PM*

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Robert A Brooke-Munoz

Title

Executive Director

Date

01/24/2022

Signature

Robert Anthony Brooke-Munoz

*Electronically signed by robertm@sjfairhousing.com on 1/24/2022 2:07 PM*Please download and upload the Certification page [here](#).

Certification Page ***Required**

SJFH Foundation Certification page Jan 2022.pdf

Program Overview

Completed by wrbrown@gcrms.org on 1/17/2022 1:18 PM

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by wrbrown@gcrms.org on 1/17/2022 1:19 PM

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Facility

If using ESG funds

B. Contact Information

Completed by wrbrown@gcrms.org on 1/18/2022 2:34 PM

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Gospel Center Rescue Mission, Inc.

B.2. Mailing Address

445 S San Joaquin Street Stockton, CA 95203

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Wayne

B.4. Last Name

Richardson

B.5. Email

wrichardsong@gcrms.org

B.6. Phone Number

(209) 320-2312

POINT OF CONTACT INFORMATION**B.7. First Name**

William

B.8. Last Name

Brown

B.9. Email

wrbrown@gcrms.org

B.10. Phone

(209) 609-5584

ORGANIZATION CONTACT INFORMATION**B.11. Website**

gcrms.org

B.12. DUNS Number

788,079,044

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B.13. EIN Number

941,375,835

B.14. Business License Number and Expiration Date

18-00038435, Dec. 31, 2022

B.15. Type of Agency

Faith Based

B.16. Number of Paid Staff

46

B.17. Number of Volunteers

14

C. Funding Request

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Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Homeless 211 Navigation Center and Homeless Clothing Room Expansion

C.2. Project Site Location

445 S San Joaquin Street Stockton, CA 95203

C.3. Funding Requested in this application

\$275,000.00

C.4. Other funds already secured for the project

\$100,000.00

C.5. Total Cost to Complete Project

\$1,000,000.00

C.6. Other funds not yet secured

\$625,000.00

D. Organization Information

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

Completed by wrbrown@gcrms.org on 1/17/2022 1:29 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

The Gospel Center Rescue Mission is a ministry to the people of San Joaquin County where the homeless and addicted in our community are presented the opportunity for spiritual, physical and emotional restoration through the love of Jesus Christ.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	505
	505

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	307	186
Black/African American	144	0
Asian	10	0
Am. Indian/Alaskan Native	14	0
Native Hawaiian/Other Pacific Islander	8	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	22	0
	505	186

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	260
Female Headed Households	320
Seniors	53
Youth	58
Homeless	505

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1 of 2

E. Project Funds

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

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E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year. The numerical ranking of this application is one of two.

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

NA

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	ESG	Stockton	\$75,575.00	Complete	\$0.00
FY2017/18 ESG	CDBG	San Joaquin County	\$550,000.00	Complete	\$0.00
FY2018/19 CDBG	CDBG	Stockton	\$118,255.00	Complete	\$0.00
FY2018/19 ESG	ESG	San Joaquin County	\$14,900.00	Complete	\$0.00
FY2019/20 CDBG	CDBG	San Joaquin County	\$1,500,000.00	Complete	\$0.00
FY2019/20 ESG	ESG	San Joaquin County	\$13,000.00	Complete	\$0.00
FY2020/21 CDBG	CDBG	San Joaquin County	\$403,830.00	Complete	\$0.00
FY2020/21 ESG	ESG	San Joaquin County	\$14,000.00	Complete	\$0.00
FY2021/22 CDBG	CDBG	Stockton	\$161,680.00	Complete	\$0.00
FY2021/22 ESG	ESG	San Joaquin County	\$12,000.00	Underway	\$12,000.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

Committed : Hazmat demolition \$100,000.00

Proposed: Stockton \$275,000; San Joaquin County \$625,000

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

The project can be scaled to fit the awarded funds. GCRM can sustain itself in the event the proposed project is not fully funded. GCRM is using this request to leverage funds for the same project from San Joaquin County.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

GCRM serves all of San Joaquin County, but 60+% of service units are to residences of Stockton because GCRM is located in Stockton.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

No

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Homeless

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

The requested funds will be used in conjunction with County and private funds to remodel the administration building (445 S San Joaquin Street) to make it ADA compliant. The current restroom facilities are not ADA compliant, and the administration offices are on the second floor making them inaccessible to handicapped persons. The proposed project will reconfigure the restrooms to make them accessible and it will add a handicap lift to a reconfigured stairs to the second floor. The proposed project will also replace two non-energy efficient HVAC systems, expand the existing clothing room to display more clothing and handle the increased number of clients needing clothing. The proposed project will also replace two walk-in non-energy efficient refrigeration units.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

Emergency Lodging Units of Service: An emergency lodging unit of service includes meals, lodgings and clothing.

Transitional Housing Units of Service: All transitional housing units of service include lodging, meals, clothing, child care, case management, Learning Center and appropriate addiction and life-skills classes for men and women.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	800
Households	100
Other	0
	900

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

Service Deliver: GCRM will provide emergency lodging (food, clothing, shelter and case management to unsheltered homeless men, women and families.

GCRM will provide transitional housing with appropriate wrap-around-services for men, women and families desiring to successfully end addiction and develop necessary life skills to function normally in our community.

Outreach:

GCRM does outreach to the homeless and addicted through word of mouth, a social courtyard for the homeless, emergency lodging, recuperative care and listings in the local 209 system. CPS and the local law enforcement agencies are briefed regularly on the availability of services at GCRM

F. Project Impact

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

Completed by wrbrown@gcrms.org on 1/17/2022 3:06 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	849
	849

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	364	141
Black/African American	151	0
Asian	28	0
Am. Indian/Alaskan Native	25	0
Native Hawaiian/Other Pacific Islander	5	0
Am. Indian/Alaskan Native & White	18	0
Asian & White	3	0
Black/African American & White	22	0
Am. Indian/Alaskan Native & Black/African American	1	0
Other Multi-Racial	91	0
	708	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	88
Female Headed Households	215
Seniors	96
Youth	196
Homeless	849
	1,444

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	187	1,189	703
2020-2021 (Anticipated)	201	1,129	798
2021-2022	284	1,301	849
	672	3,619	2,350

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

The proposed project will make the GCRM administration building fully accessible to homeless, handicapped persons wanting to access services, and it will replace old HVAC and refrigeration equipment that does not meet current energy efficient standards.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

The need was determined by the most recent point-in-time count and the demand for services GCRM experiences daily.

GCRM has been a major provider of emergency lodging services for homeless single men and transitional housing with wrap-around-services for addicted homeless men since 1940. More recently GCRM has added 218 beds for emergency services, addiction treatment and transitional housing with wrap-around-sevices for single women and families; recuperative care for homeless persons who are ready to be discharged from a local hospital, but who have no home or responsible care giver to go to and COVID-19 facilities and services for the the homeless who have been diagnosed with the Virus or have been exposed to it, but don't require hospitalization.

G. Project Narrative

Completed by wrbrown@gcrms.org on 1/18/2022 2:33 PM

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

GCRM's extended programs are designed in length and subject material to transition homeless and addicted men, women and families to function successfully in permanent housing.

TRANSITION: Emergency lodging slows down the degenerative process of homelessness. Transitional housing programs arrest the process and begin to reverse its effects, so that the person establishes a daily routine. The person develops trust in a counselor, dependance on three nutritious meals a day and shelter, gains self-confidence to apply all that is being learned, and in so doing transitions to a state of mind and health consistent with being self-sufficient.

STABILIZATION: Public and private assistance should always lead to an individual or a family achieving stabilization. Everything that is learned in transition will lead one to personalize it, to become stable in mind, body and action.

SELF-SUFFICIENCY: The ultimate GCRM program goal is always for the client to make progress toward achieving self-sufficiency. To know what constitutes a good decision, have the confidence to make good, sometimes hard decisions; and then to turn those decisions into a history of successful, self-sufficient living. This request addresses the GCRM "211 Navigation Center" ADA requirements and expands the free clothing thrift store ("Clothing Plus").

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

The PROJECT is to remodel an existing building constructed before there were ADA regulations and before today's need to use energy efficient mechanical equipment existed into a modern facility that is cost effective and handicap user friendly.

The WORK to be Performed:

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The work begins with a design phase in which an architect prepares plans and specifications that will consider all of the program use needs in a way that is consistent with current building and fire codes. Next there will be a permitting phase that will seek the approval of the City building department. Then, there will be a demolition phase in which all of the hazardous material is removed and all of the partitions that are to be reconfigured will be removed. Finally, the construction phase begins in which the new design of the space in question is realized and brought to a fruition.

The DAYS/TIMES of SERVICE, FREQUENCY and DURATION of services received by the average client: The average client accessing services through the building in question receives a unit of service equal to a twenty-four hour period during which time the client receives food, clothing, shelter and case management. The client may be accessing emergency lodging service on a day to day basis; or he/she may be accessing transitional housing services for an extended period of time in which case a unit of service includes food, clothing, shelter case management and program appropriate educational services. The frequency and Duration are program specific and may range from day to day for emergency lodging services, recuperative care services and COVID-19 Positive services; or six months to one year for transitional housing services.

TIME LINE/SCHEDULE: Please see the the attached "Time Line."

This request addresses the GCRM "211 Navigation Center" ADA requirements and expands the free clothing thrift store ("Clothing Plus").

Project Activity or Program Service #	Describe the Deliverable
1	The deliverable is a modern administration building that is cost effective to operate and handicap user friendly. A place clients can safely and comfortably access services and staff can safely provide those services.

G.4. Describe your agency’s capacity to implement this program or project (identify agency’s federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

NUMBER of YEARS in OPERATION: GCRM has been successfully meeting the needs of homeless single men, women and families since 1940.

Over its years of operation GCRM has successfully managed multiple private donations/grants, City, County, State and Federal grants including EHAP, ESG, CDBG, EFSP and Social Security Disability funds.

STAFF RESOURCES: GCRM has an experienced staff of 35 full time and 5 part time employees. Many staff members have personal, former homeless experience. Most staff have been GCRM employees for several years. Four of five administrative staff have graduate and post-graduate degrees.

FEDERAL GRANTS MANAGES & ACCOMPLISHMENTS: GCRM has used public funding in the past including CDBG funds to construct a new 100 bed family shelter on its property. More recently, GCRM has used private funds to purchase and CDBG funds to renovate and currently operate a 17 bed recuperative care facility on its property. And, GCRM has used private and CDBG funds to renovate a former three story hotel into 118 beds for single women and families. This request addresses the GCRM "211 Navigation Center" ADA requirements and expands the free clothing thrift store ("Clothing Plus").

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

- The renovation of the administration facility will be managed by an architect and a local, private contractor that has a history of successfully completing projects of similar size and scope.
- The successful general contractor will be supervised by GCRM CEO and a Renovation Committee of the board of

directors.

- Clients will access the program by self-referral or referral from other community program sources.

Project Deliverable #	Describe the Deliverable
1	The deliverable is a modern administration building that is cost effective to operate and handicap user friendly. A place clients can safely and comfortably access services and staff can safely provide those services.

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

- The ultimate deliverable will be over eight hundred unduplicated, Stockton homeless clients provided with appropriate services in a safe and comfortable environment.

Deliverable #	Task that Support Deliverable
1	Program intake and exit processing.
2	Food Services
3	Emergency Lodging
4	Transitional Housing (Life Skills Program, Addiction Treatment, Recuperative Care, COVID-19 Positive Care and Representative Payee Program)

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

- The project will serve homeless single men, women and families
- They will benefit by moving from the street to a safe, clean, supportive environment where they will receive appropriate services to ultimately become self-sufficient.
- The applicable eligibility requirements are program specific. The requirements are "Low-barrier," and they are non-discriminatory based on age, gender, race, ethnicity etc.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

The renovation needs of the building in question are specific to the services GCRM provides its homeless clients. GCRM collaborates with all other homeless services providers through the local C of C and other opportunities as they arise.

The role of other similar homeless services providers in the community is mutual support, client referral for more appropriate services and finding available services during maximum capacity seasons.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

GCRM has a full services development department utilizing direct mail, grant writing, social media and public relations to achieve overall financial sustainability. Additionally, when possible and practical client programs are self-sustaining through client fees.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

There are no known conflicts of interest.

H. ESG

Completed by wrbrown@gcrms.org on 1/18/2022 4:50 PM

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:**H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.**

The proposed project is emergency lodging and transitional housing services to homeless men, women and families that will prepare for and respond to the COVID-19 Pandemic by providing all homeless services in an environment consistent with all San Joaquin County Board of Health COVID-19 best practices.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Completed by wrbrown@gcrms.org on 1/18/2022 11:25 AM

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

Yes

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

The only planning/predevelopment steps to date are preliminary discussions with an architect concerning the necessity and viability of the project.

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

- Narrative: This project is a complete renovation of an existing facility owned by GCRM. The renovation includes reconfiguring existing restrooms and a stairs to the second floor to make them ADA compliant; replacing two HVAC units and two refrigeration units to make them energy efficient and the expansion of the clothing room facilities.

- Detailed Scope of Work:

- i. Demolition

- i. Involves relocation and addition of some walls.

- ii. Involves relocation and addition of clothing room area.

- iii. Includes new and larger refrigeration space.

- iv. Involves addressing ADA requirements in all first and second floor office and restroom areas and one exterior door.

- v. Relocating and adding new electrical outlets and plumbing water and drain lines

- vi. Replacing two HVAC units and duct work

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

GCRM owns the building in question.

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

NA

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

WMB Architects, Simile Construction as General Contractor

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have

Printed By: Kayla Martin on 3/30/2022

1 of 2

been completed, explain how you plan to proceed.

No market study or needs assessment has been done, because the need for the facility and related services is well established by recent "Point-in-Time" studies and the demand for services GCRM experiences annually.

I.8. When will construction start and end? Provide a timeline with all critical milestones.

Construction can begin within three months of a signed contract between the City and GCRM. Construction would complete six months after it begins.

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click here](#).

[here](#).

Yes

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

This is an expansion of existing services facilities serving homeless persons.

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by wrbrown@gcrms.org on 1/18/2022 11:51 AM

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

GCRM continues to identify, access and utilize un-tapped financial resources. State and federal grant funds continue to become available for expanding homeless services almost on a monthly basis. We continue to monitor these NOFAs as they become available and will pursue any and all applicable sources.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

There is a Rapid Transit bus stop on San Joaquin Street adjacent to the building in question.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**
- Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.**
- Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and**

moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by wrbrown@gcrms.org on 1/20/2022 2:45 PM

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

City 2022-23 ESG Budget.xlsx

Organization Operational Budgets *Required

2022 Bdgt.xls

Organization Financial Statements *Required

Combined Financial Statements Dec 31 2019.pdf

Tax Status *Required

501(c)(3).doc

Board of Directors Roster *Required

2022 BOARD ROSTER.docx

Articles of Incorporation/Bylaws *Required

GCRM Articles of INC.pdf

signed by-laws.pdf

Conflict of Interest Statement *Required

GCRM conflict of intrest form.pdf

Organization chart *Required

Organizational Chart.docx

Board of Directors' authorization to request CDBG/ESG funding *Required

Board Resolution

Business License Number *Required

GCRM City Business Lic.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

Crime Ins.pdf

Director's & Officers Liab.pdf

General Liability:Auto.pdf

Workman's Comp Ins.pdf

SGCRM_Scan21012814410.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Affirmative Action.docx

Conflict Resolution.docx

EQUAL EMPLOYMENT OPPORTUNITYEqual Pay:Sexual Harassment.docx

GCRM Non-discrimination in Employment.docx

Problem & Complaints.docx

WHISTLE BLOWER Policy.docx

Use Permit/State License (as applicable)

Use Permit.docx

Rental or Lease agreement

N:A Statement.docx

Evidence of Site Control

445 Deed of Trust.pdf

SAM.gov - screen shot of sam.gov registration *Required

SAMEntityInformation-20210118-095307.pdf

Key Program Staff Resume *Required

Wayne's Resume.pdf

Title Report

445 Title Report.pdf

Optional Documents

***No files uploaded*

Submit

Completed by wrbrown@gcrms.org on 1/20/2022 2:48 PM

Case Id: 48629

Name: GCRM 22-23 CDBG Application - 2022/23

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

William R Brown

Title

Director of Foundation & Government Relations

Date

01/20/2022

Signature

William R Brown

Electronically signed by wrbrown@gcrms.org on 1/20/2022 2:46 PM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

CDBG.ESG Signature.docx

Program Overview

Completed by cmatty-cervantes@sjgov.org on 1/14/2022 8:49 AM

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by *cmatty-cervantes@sjgov.org* on 1/24/2022 3:21 PM

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

Completed by cmatty-cervantes@sjgov.org on 1/24/2022 3:22 PM

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

San Joaquin County Aging and Community Services

B.2. Mailing Address

P.O. Box 201056 Stockton, CA 95201

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Chris

B.4. Last Name

Woods

B.5. Email

cwoods@sjgov.org

B.6. Phone Number

(209) 468-1650

POINT OF CONTACT INFORMATION**B.7. First Name**

Carmen

B.8. Last Name

Matty-Cervantes

B.9. Email

cmatty-cervantes@sjgov.org

B.10. Phone

(209) 468-1422

ORGANIZATION CONTACT INFORMATION**B.11. Website**

<http://www.sjchsa.org/Services/Aging-and-Community-Services>

B.12. DUNS Number

12,698,423

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B.13. EIN Number

0

B.14. Business License Number and Expiration Date

B.15. Type of Agency

Gov't/Public

B.16. Number of Paid Staff

5

B.17. Number of Volunteers

0

C. Funding Request

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

Completed by cmatty-cervantes@sjgov.org on 1/24/2022 3:23 PM

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Meals on Wheels

C.2. Project Site Location

Throughout Stockton as meals are delivered at home Stockton , CA

C.3. Funding Requested in this application

\$15,000.00

C.4. Other funds already secured for the project

\$352,843.00

C.5. Total Cost to Complete Project

\$367,843.00

C.6. Other funds not yet secured

\$0.00

D. Organization Information

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

Completed by cmatty-cervantes@sjgov.org on 1/24/2022 3:33 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

Aging and Community Services supports older adults, adults with disabilities, family caregivers, and residents in longterm care facilities. The Department's services support older and disabled individuals to live as independently as possible in the community; promote healthy aging and community involvement; and assist family members in their vital care giving role.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#).)

Income Limits	Clients Served
Moderate Income (More than 80%)	33
Low Income (50%-80%)	21
Very Low Income (30%-50%)	44
Extremely Low Income (Less than 30%)	122
	220

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	143	24
Black/African American	37	0
Asian	11	1
Am. Indian/Alaskan Native	28	21
Native Hawaiian/Other Pacific Islander	1	1
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	0	0
	220	47

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	6
Female Headed Households	88
Seniors	214

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1 of 2

Youth	0
Homeless	0
	308

E. Project Funds

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

Completed by cmatty-cervantes@sjgov.org on 1/24/2022 3:35 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

N/A

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	Meals on Wheels	City Of Stockton	\$10,000.00	Complete	\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG	Meals on Wheels	City of Stockton	\$10,000.00	Complete	\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG	Meals on Wheels	City of Stockton	\$12,000.00	Complete	\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG	Meals on Wheels	City of Stockton	\$12,000.00	Complete	\$0.00
FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG	Meals on Wheels	City of Stockton	\$15,000.00	Underway	\$0.00
FY2021/22 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

Aging and Community Services receives funding from the legislation of the Older Americans' Act. In addition to this Federal Funding source, the program encourages contributions. The status of each source is ongoing.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

Regardless of the amount of CDBG funds awarded, Aging and Community Services will continue the program throughout Stockton and the rest of the County. Funds awarded will enhance the program in two ways. With additional funding, Aging and Community Services can provide meals to more individuals and provide more meals to each individual.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

Funds received from the City of Stockton will be used exclusively to provide meals in the City of Stockton.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

No

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Elderly persons (62 years of age or older)

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

San Joaquin County Aging and Community Services will use Stockton CDBG funds to purchase and deliver meals to Stockton residents. The purpose of the Home Delivered Meal Program (Meals on Wheels) is that meal recipients receive a package of five nutritious meals delivered once a week. A program goal is to assist older adults to live independently. Meals meet the nutritional standards by incorporating the Dietary guidelines for Americans and providing a minimum of one third of the USDA dietary requirements.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

The primary unit of service is the number of meals delivered to Stocktonians.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	0
Households	0
Other	6,000
	6,000

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

The organization uses various outreach strategies. With the reopening of the State, in-person outreach activities have returned although not at the same level as pre-Covid-19. Aging and Community Services staff look forward to attending various community events throughout the city as according to Public Health guidelines ranging from fairs such as Black Family Day, Family Day at The Park, Hmong New Year Festival, Walk to End Alzheimer's, SALUD Outreach Health Fair, and Medicare Health Fairs among others. Also, there is continued outreach through word of mouth, friends/families, local organizations such as hospice, coordinators of the low income housing who know the program through other residents, hospitals and insurance companies, and 211. In addition, the Meals on Wheels vehicles are marked to publicize the program. Aging & Community Services Information and Assistance 468-1104 receives the referrals and passes them to Meals on Wheels program. Outreach to the low income and disabled persons population is conducted through the aforementioned activities. As Aging & Community Services Department has multilingual staff as well as contracted interpreter services, limited English speakers access the services.

F. Project Impact

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

Completed by cmatty-cervantes@sjgov.org on 1/24/2022 3:36 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	9
Low Income (50%-80%)	21
Very Low Income (30%-50%)	45
Extremely Low Income (Less than 30%)	125
	200

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	110	0
Black/African American	32	0
Asian	15	0
Am. Indian/Alaskan Native	41	38
Native Hawaiian/Other Pacific Islander	2	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	0	0
	200	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	80
Seniors	200
Youth	0
Homeless	0
	280

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	25	220	220
2020-2021 (Anticipated)	25	200	200
2021-2022	25	200	200
	75	620	620

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

Meals on Wheels delivers five nutritious meals once a week to homebound seniors.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

Aging and Community Services conducts a Needs Assessment Survey which indicates there is a need for nutrition services by older adults who are 60 years and older. In addition, yearly and quarterly assessments of nutritional risk document the need. The service gaps Meals on Wheels addresses is providing nutritious meals to homebound seniors with nutrition risk and little or no social support.

G. Project Narrative

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

Completed by *cmatty-cervantes@sjgov.org* on 1/24/2022 3:45 PM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

- Early intervention takes place given that eligible participants must show they have a nutrition risk, Meals on Wheels provides early intervention by providing meals before the participant has severe malnutrition.
- Maintenance is addressed as people who are homebound with limited financial and social support would not be able to obtain uninterrupted nutritious meals to maintain a healthy diet critical to maintaining their health.
- Stabilization takes place by having clients who have limited financial resources be able to count on receiving five nutritious meals on a weekly basis that permits them to stabilize their overall finances.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

In order to have a successful program, the following activities take place Monday through Friday: People call the Information and Assistance (I&A) staff to either asking for themselves for meals to be delivered or to refer people to receive meals at home. Then I&A refers people to Meals on Wheels. A Social Worker calls the referee to conduct an assessment. Once the person is deemed eligible, the person is placed on a route determined by the clients' geographic proximity for efficiency purposes regarding delivery time and transportation costs. Each route has its day of the week assigned for when the delivery takes place. The clients receive meals that meet a minimum of one third of the dietary guidelines for older adults set forth by the U.S. Department of Health and Human Services and United States Department of Agriculture verified by two Registered Dietitians: San Joaquin County and meal vendor. The clients receive five frozen meals and bread along with fresh milk and fruit. The delivery of meals takes place once a week on an established day of the week between 8am and 5pm. The time frame is all day as people are homebound

and takes into consideration that due to traffic and clients being added and removed when they no longer need services the delivery time changes. When people have doctor's appointments they call to have the meals delivery before or after their doctor's appointment if possible. Each visit is personalized as each beneficiary is treated as an individual with different needs. Prior to COVID-19, some seniors had their meals put away while others preferred to put their meals away. Drivers follow all of San Joaquin County Public Health protocols. Hence with the delivery of nutritious meals to homebound seniors, the goal to assist older adults to live independently at home while the objective to promote improved nutrition are achieved.

Project Activity or Program Service #	Describe the Deliverable
1	Weekly delivery of meals

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

San Joaquin County Aging and Community Services has provided programs for over four decades. Services provided include a combination of direct and contracted services as well as services provided through collaboration. Services provided include, but are not limited to: Ombudsman, Elder Abuse Prevention, Adult Day Care, Personal Care, Homemaker, Respite, Falls Prevention, Caregiver Services, Legal Assistance, and Congregate Meals. Aging and Community Services has offered Meals on Wheels program as a direct service since 2008. The staff resources include staff who work directly with the beneficiaries as well as programming and finance administrative staff. During the past five years, over 1900 San Joaquin County residents have received more than 650,000 meals.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

The agency will implement the program by delivering nutritious meals which consists of five frozen meals including bread, milk, and fresh fruit on a weekly basis to the beneficiaries' homes. Clients will access the program through various ways: a) existing clients who continue to have a need will receive meals; b) clients are referred for services will be assessed for placement; and c) clients who contact the program directly for services will be assessed for placement. Priority placement is given to clients who have a high nutrition risk, homebound and living alone or with another homebound individual. The nutrition risk assessment includes questions such as does the client sometimes does not have enough money to buy food. Access also includes removing English language barrier by having a multilingual staff and contracted interpreter services. Also, transportation is not an access issue for Meals on Wheels as the inquiry and assessment of services takes place through the phone and the service takes place at the beneficiary's home. As the service is provided free of charge, there is no financial access issue. The staff who administer the activities range from project accountants in the finance department to drivers who deliver the food and staff who assess potential beneficiaries, manage the logistics, and provide supervisory support.

Project Deliverable #	Describe the Deliverable
1	Deliver weekly meals

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

Meals on Wheels will measure the effectiveness of the program through a satisfaction survey. The criterion for success is 75% of the people who responded to the survey will have stated they are satisfied with Meals on Wheels. The results expected to be achieved at the end of the project is that 75% of the people who responded to the survey

will have noted that the meals help their food budget, the food is good and nutritious, and/or the home delivery assists people with difficulty to get out of the house.

Deliverable #	Task that Support Deliverable
1	Driver will deliver the weekly meals to the clients home

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

The program's target population prioritizes Stocktonians who are 60 years and older who are homebound, living alone or with another homebound individual, and have a high nutrition risk. The nutrition risk assessment includes if the client sometimes does not have enough money to buy food. The homebound high nutrition risk seniors will benefit by receiving five nutritious meals on a weekly basis with a friendly visit.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

While there are resources for food in Stockton, this is the only ongoing service that provides free prepared meals delivered to homebound individuals. The Meals on Wheels program collaborates with the In-Home Supportive Services (IHSS) to ensure that no duplication of services take place by having the clients choose their preference between IHSS homemaker services or Meals on Wheels. Also, Meals on Wheels during the assessment process refers clients to CalFresh to augment their monthly benefits. People who are currently receiving home delivered meals due to COVID-19 through their churches and other non-profits would also not qualify as duplication of services. Once churches and other non-profits stop providing those services, those older adults would be able apply to be assessed for Meals on Wheels.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

Meals on Wheels will continue to be written into the San Joaquin County Aging and Community Services' Area Plan for Older Americans Act funding.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

There is no potential conflict of interest with this application for federal funds.

H. ESG

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

Completed by cmatty-cervantes@sjgov.org on 1/24/2022 3:45 PM

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

I. Public Facility Project

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

Completed by cmatty-cervantes@sjgov.org on 1/24/2022 3:46 PM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

N/A

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

N/A

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by *cmatty-cervantes@sjgov.org* on 1/24/2022 3:46 PM

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

Aging and Community Services is seeking a person with communications expertise to help with the promotion of the Meals on Wheels program at the client and institutional levels.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

As Meals on Wheels is a service that begins with a phone call and ends with the delivery of nutritious meals at people's homes, there is no transportation barrier for clients.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless:** Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and

moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

- Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure
- Disaster Response:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by *cmatty-cervantes@sjgov.org* on 1/24/2022 3:38 PM

Case Id: 48594

Name: Meals on Wheels - 2022/23

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

HD Meals Budget- 22-23- City.pdf

Organization Operational Budgets *Required

5054101000 - Organization Operational Budget.pdf

Organization Financial Statements *Required

2020 county of san joaquin Financials.pdf

Tax Status *Required

Tax Status.pdf

Board of Directors Roster *Required

San Joaquin County Board of Supervisors Roster.pdf

Articles of Incorporation/Bylaws *Required

Articles of Incorporation.pdf

Conflict of Interest Statement *Required

Conflict of Interest Statement.pdf

Organization chart *Required

Organization Chart.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

BOS authorization to request funds.pdf

Business License Number *Required

Business License Number.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

Insurance for FY 23.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Personnel policies affirmative action and grievance.pdf

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

Printed By: Kayla Martin on 4/1/2022

SAM.gov - screen shot of sam.gov registration *Required

DUNS EntityInformation-20220119-011145.pdf

Key Program Staff Resume *Required

Carmen Matty Cervantes Resume.pdf

Manuel Mendoza Resume.pdf

Title Report

***No files uploaded*

Optional Documents

Scope of Work including Project Timeline.pdf

county single audit report 2020.pdf

Submit**Case Id:** 48594**Name:** Meals on Wheels - 2022/23**Address:** *No Address Assigned*Completed by cmatty-cervantes@sjgov.org on 1/24/2022 4:11 PM*

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Elisangela Vigil on behalf of Chris Woods

Title

Deputy Director, ACS

Date

01/24/2022

Signature

Elisangela Vigil

*Electronically signed by cmatty-cervantes@sjgov.org on 1/24/2022 3:48 PM*Please download and upload the Certification page [here](#).

Certification Page ***Required**

CDBG Stockton.msg

Program Overview

Completed by jguerrero@kelsangels.org on 12/30/2021 9:14 AM

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by jguerrero@kelsangels.org on 12/30/2021 9:15 AM

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

Completed by jguerrero@kelsangels.org on 12/30/2021 2:20 PM

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Kelly's Angels Foundation Inc

B.2. Mailing Address

343 EAST MAIN STREET 305 STOCKTON, CA 95202

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Jamie

B.4. Last Name

Guerrero

B.5. Email

jguerrero@kelsangels.org

B.6. Phone Number

(209) 242-2493

POINT OF CONTACT INFORMATION**B.7. First Name**

JAMIE

B.8. Last Name

GUERRERO

B.9. Email

jguerrero@kelsangels.org

B.10. Phone

(209) 406-9301

ORGANIZATION CONTACT INFORMATION**B.11. Website**

www.kelsangels.org

B.12. DUNS Number

882,271,804

Printed By: Kayla Martin on 3/30/2022

B.13. EIN Number

473,382,204

B.14. Business License Number and Expiration Date

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

2

B.17. Number of Volunteers

12

C. Funding Request

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

Completed by jguerrero@kelsangels.org on 12/30/2021 2:46 PM

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

KAF Healthy Solutions

C.2. Project Site Location

343 EAST MAIN STREET 305 STOCKTON, CA 95202

C.3. Funding Requested in this application

\$50,000.00

C.4. Other funds already secured for the project

\$20,000.00

C.5. Total Cost to Complete Project

\$120,000.00

C.6. Other funds not yet secured

\$50,000.00

D. Organization Information

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

Completed by jguerrero@kelsangels.org on 1/19/2022 1:46 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

Kelly's Angels Foundation Inc. provides services for children that have been impacted by homicide.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	13
Very Low Income (30%-50%)	19
Extremely Low Income (Less than 30%)	16
	48

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	10	10
Black/African American	24	0
Asian	0	0
Am. Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	4	4
Black/African American & White	5	5
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	5	5
	48	24

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	0
Seniors	0
Youth	48
Homeless	0
	48

E. Project Funds

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

Completed by jguerrero@kelsangels.org on 1/20/2022 7:26 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

1 of 1

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

One time funding

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG		city	\$5,000.00	complete	\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG		city	\$10,000.00	complete	\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG		city	\$15,000.00	complete	\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG		city	\$25,000.00	complete	\$0.00
FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG		city	\$20,000.00	underway	\$0.00
FY2021/22 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

Not all funding sources are committed by letters. Funding sources are through yearly grant applications. Crime Survivors for Safety and Justice, Keller Williams, C&S Wholesale Grocers, Central Valley Realtors Association.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

Kelly's Angels Foundation opened with the help of our board of directors, volunteers, and our community's investment on prevention of crime, and hope to achieve positive outcomes for the youth in our community. We have more recently received a few small grants that has supported Kelly's Angels in its fight to sustain our programs.

Our Executive Director working along, with the board of directors and staff of volunteers that is in place, are passionate about our most harmed and least helped, the children of Stockton. Our team is always working hard to identify continuation funding for our organization.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

The primary geographical focus of Kelly's Angels is the entire San Joaquin County, though the majority of our youth come from Stockton. However, we do not reject families from outside of that community. We serve all those in need who come to our doors. If approved for CDBG funding, Kelly's Angels is able to maintain firewalls between its various funding sources to ensure that CDBG funds are limited to clients within the Stockton area if that is a limitation for those funds.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Yes

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Clients are primarily children of homicide or trauma victims.

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

N/A

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

Kelly's Angels Foundation provides a variety of services for youth who are experiencing trauma due to the victimization of their parents or care givers from homicide and other violent crimes. Community Development Block Grant (CDBG) funds will be utilized to provide mental and behavioral health programs to assist in the child's recovery including; safe spaces and mental health therapy services; tutoring and mentoring services; scholarship programs; sports programs; art and music programs.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	50
Households	0
Other	0
	50

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

Outreach for Kelly's Angels is accomplished by community awareness campaign via our website (www.kelsangels.org) and Facebook page, but it also accomplished by referrals through partnering with local agencies such as Table Community Foundation, Community Partnerships for Families of San Joaquin, Reinvent South Stockton, Victim Witness, Victim of Violent Crimes, Child Abuse Prevention Council, Crime Survivors for Safety and Justice, Parents of Murdered Children and Community Hospice of San Joaquin. We start our services by first having a one on one meeting with the client and their family, have them fill out our new client intake forms. During our meeting we find

out which of our services the family would like to obtain. Using the information for what services are needed, we then follow up with staff and set up proper appointments, make appropriate phone calls in a timely manner.

F. Project Impact

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

Completed by jguerrero@kelsangels.org on 1/22/2022 1:31 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	12
Very Low Income (30%-50%)	23
Extremely Low Income (Less than 30%)	14
	49

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	12	12
Black/African American	18	0
Asian	2	0
Am. Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	4	2
Black/African American & White	5	5
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	8	8
	49	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	10
Seniors	0
Youth	48
Homeless	0
	58

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	6	36	51
2020-2021 (Anticipated)	4	32	48
2021-2022	5	30	46
	15	98	145

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

Kelly's Angels Foundation provides a variety of services for youth who are experiencing trauma due to the victimization of their parents or care givers from homicide and other violent crimes. Community Development Block Grant (CDBG) funds will be utilized to provide mental and behavioral health programs to assist in the child's recovery including; safe spaces and mental health therapy services; tutoring and mentoring services; scholarship programs; sports programs; art and music programs.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

Our Executive Director Jamie Guerrero proposed the idea and need of Kelly's Angels Foundation a few years after his sister was the victim of homicide. It was made painfully aware of just how few resources are available to young victims and survivors of violent crime.

While crime in general in Stockton has been on the decline over the past 15 years, violent crime and homicide has increased as much as 3.4 percent in recent years according to the FBI's Uniform Crime Reporting Index. An annual average of 52 homicides have occurred in Stockton from 2010-2015 with a spike of 54 in 2017 and 53 in 2018 Stockton currently ranks 2nd in the State of California for homicides and violent crimes per capita according to the previously mentioned FBI statistical source. In 2018 we witnessed a 40 percent decrease in homicides. 2020 seen homicide rise to 56 a 64.7% increase over 2009.

2021 seen an decrease in homicides however overall crime has increased. Survivor lead organizations like Kelly's Angels Foundation, and other on the ground agencies have helped with these statistics.

The need for a program like Kelly's Angels Foundation is needed with the each murder directly impacting 8-10 immediate family members sons, daughters, sisters, brothers, mothers, fathers, grandparents left to put the broken pieces together again. They need help!

G. Project Narrative

Completed by jguerrero@kelsangels.org on 1/24/2022 11:28 AM

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Kelly's Angels Foundation is a survivor lead organization, that was developed precisely with prevention, early intervention and transition for the children suffering from traumatic experiences. Children experiencing homicide are forgotten about shortly after funerals and are deemed resilient. We know first hand without the proper guidance, many children can be led to gangs, drugs, victimized, or become menacing perpetrators. Immediate and early intervention is a vital approach before these survivors are lost in the shuffle. Similar to many antidotes the quicker we can support children, the positive youth development success rate increases. Children tend to hold in there feelings, this is due to not bring guardians any more grief, they need help healing. Giving survivors the tools to navigate and be aware of emotions, goals and hope increases the chance of more positive outcomes, such as graduation, mental strength and positive members of our community.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

Tutoring is currently being provided for 2.5 hours, 3 days a week. Tutors are provided from the Latino Community Outreach program. They are paid and we have volunteer college students from the University of Pacific of Stockton. We set up contracts with the attending school for the volunteer students. CDBG funds will be used to expand tutoring hours and staff to accommodate demand. Currently, tutors must allocate only short amount of time to a limited amount of our clients. Effective tutoring should include an opportunity for children to bond with their tutor on a personal level and establish a rapport. While existing services are beneficial, lack of funding limits our efforts to establish this rapport. Additionally, children are not provided comprehensive tutoring due to limited hours and staff.

Printed By: Kayla Martin on 3/30/2022

1 of 4

The mentorship program is an existing service that requires expansion. Mentors serve both the children and their families as someone they can rely on to strengthen their family. It is the goal of these mentors to become a friend and ally of the family they work with and a positive influence for the children. Mentorship programs can help to reduce potential negative influence like substance abuse and gang involvement, while creating encouragement and guidance for positive life goals like participating in after school sports or art programs and promoting an interest in higher education. Mentors also serve as a conduit for families to our other services as they establish a rapport with those families and through the mentorship process will identify their needs.

Over the next year we project that the need for mentors will double. Currently our mentors serve 18 families, which means the program will grow to 36 families in 2022. One of the primary efforts with this program will be to provide training for the volunteers who serve as mentors in the program. CDBG funding will fund the possibility of adding 2 or 3 more tutors, making it possible to have tutoring upon request, and increase tutoring to 4 days a week. Additional funding will help by having more staff and enable us to sustain tutors and mentors.

Kelly's Angels arts and sports scholarship program works to involve the children we serve in after school activities. Both sports and arts are ideal pathways for youth who have experienced trauma as both activities are documented to serve as a therapeutic self-coping mechanism for children to turn to. These activities help a child focus on positives in their life as opposed to the loss of their family member and helps reorient their energies towards achieving, having fun, and gaining lifelong skills like teamwork at a young age. The scholarship program funds the sport or art activity of their choice, which may be on their school team, paying team enrollment fees, equipment, and competition fees.

Therapy sessions are provided by Kelly's Angels to provide children with an outlet to work through their trauma with a licensed clinical therapist. Therapy is at the core of our services, and it is a key priority as not addressing these issues immediately can create further complications that can undermine the other services. We also provide hour sessions to parents and care-givers that are also processing their grief, as this helps to support the overall family and improves the support structure in place for the children.

As a core service, we are certain that the need for therapy to grow. CDBG funding will allow for more hours for therapists, which will enable us to serve more clients. We also plan to expand the availability of services to weekends so they are more accessible to working parents and care-givers.

Project Activity or Program Service #	Describe the Deliverable
1	Kids will stay in school, have better attendance, grades and graduation.
2	Help develop into caring supportive children and adults.
3	Positive peer relations.
4	Stronger kids overcome trauma.

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

Kelly's Angels Foundation a survivor led organization, has been working in the trenches battling for the "forgotten children" of San Joaquin County specifically Stockton. With time we have grown to be efficient in developing, implementing and administering the proposed project.

Our team of professional volunteers have been the pillar of our growth, that has propelled us as an agency that has been serving Stockton for the last 6 years. Kelly's Angels Foundation has managed 4 years of City of Stockton's CDBG grants and 3 years of San Joaquin County CDBG grants. With the city of Stockton's CDBG grant our chance for success increases as we continue to cultivate.

We have had several clients graduate our program, high school, and college. We are hopeful that these blooming adults comeback to share their experience with our future and present clients.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

Outreach for Kelly's Angels is accomplished by community awareness campaign via our website (www.kelsangels.org) and Facebook page, but it also accomplished by referrals through partnering with local agencies such as Table Community Foundation, Community Partnerships for Families of San Joaquin, Reinvent South Stockton, Victim Witness, Victim of Violent Crimes, Child Abuse Prevention Council, Crime Survivors for Safety and Justice, Parents of Murdered Children and Community Hospice of San Joaquin. We start our services by first having a one on one meeting with the client and their family, have them fill out our new client intake forms. During our meeting we found out which of our services the family would like to obtain. Using the information for what services are needed, we then follow up with staff and set up proper appointments, make appropriate phone calls in a timely manner

Project Deliverable #	Describe the Deliverable
1	Positive youth development.

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

To measure effectiveness of positive youth outcomes, we will measure and track change. Pre and post assessments will measure attendance of activities, change, grades, arrest, engagement in sports, truancy, client satisfaction and graduation. These will be assessed every 6 months and we are expecting to achieve, positive engagement by clients.

Deliverable #	Task that Support Deliverable
1	Positive youth outcomes

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

The target population for our services is the children and surviving family members of homicides and violent crime, colloquially known as the Forgotten Victims. This is our primary eligibility requirements.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

Kelly's Angels Foundation fills in the gaps of many of the existing or similar services available in Stockton. For example the Stockton Women's Center Promising Pathways offers therapy and mentorship programs to youth who are experiencing mental and behavioral health issues which is sometimes caused by violent crimes, but their program is limited to ages 16-25. Our mentorship program is open to youth of all ages and also provides those services to family members and care givers. We also provide other services that are unique to our area, such as the sports and arts

scholarship programs.

More specifically, Kelly's Angels is a foundation that focuses and specializes in supporting a specific demographic. Because of that our organization is especially familiar with the issues that experience can create, and we have familiarized ourselves and have trained to meet those specific goals.

Currently, we work with Table Community Foundation, Community Partnerships for Families of San Joaquin, Reinvent South Stockton, Victim Witness, Victim of Violent Crimes, Child Abuse Prevention Council, Crime Survivors for Safety and Justice, Parents of Murdered Children and Community Hospice of San Joaquin. We still want to make it a point to work with more organizations with similar approaches to violence.

While we suffer from overrepresentation for violent crime, our city lacks services for children traumatized by these crimes. The children of homicide victims are known as the forgotten victims. Our foundation sees a need for services for both the children victimized by these crimes and their families.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

Homicide historically unfortunate will always be a problematic, especially in Stockton. The need for our services will continue, as 8-10 close family members are impacted by each homicide.

Our long term plan, is to guide children through, the devastating generational trauma, that impacts them like a normal day of school. We are hopeful that these "forgotten children" will be receptive to our antidote of support, bringing social and emotional normalcy and a positive impact to their traumatic life.

Activities will be closely monitored after the client's program completion. We welcome clients, to be involved with our program by participating in activities as mentors, volunteers and future leaders in our community. The tools given, at Kelly's Angels Foundation, will have a lifelong positive impact on our clients. We will be there to continue to support these young adolescents.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

Kelly's Angels is not currently receiving any federal funds, and none of its employees, volunteers, or board members have any formal affiliation with city employees, including its elected officials.

H. ESG

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

Completed by jguerrero@kelsangels.org on 1/22/2022 1:33 PM

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

0

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

N/A

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

No

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

Completed by jguerrero@kelsangels.org on 1/24/2022 11:30 AM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

N/A

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

N/A

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

N/A

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by jguerrero@kelsangels.org on 1/24/2022 12:07 PM

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

Regulations and laws placed by system leaders, have barriers for the very people they are intended to help. Trauma requires immediate help, not 4-6 weeks which if your fortunate to receive services. Centrally located, immediate and free services are 2 of our important values to help relieve and not limit access to our services provided..

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

Kelly's Ange;s Foundation is located one block from the downtown RTD bus hub. RTD also donates a limited amount of bus passes yearly and a discount rate for additional passes. Part of our services include in home visits, as many trauma survivors, do not want to leave their home or venture off to other unfamiliar areas.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless:** Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

- Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons
- Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure
- Disaster Response:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Case Id: 48555

Name: Kelly's Angels Foundation Inc - 2022/23

Address: *No Address Assigned

Completed by jguerrero@kelsangels.org on 1/24/2022 2:49 PM

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization's officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization's operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization's bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers 'Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

project_22.docx

Organization Operational Budgets *Required

PROPOSED BUDGET 2022.docx

Organization Financial Statements *Required

tax_22.pdf

Tax Status *Required

irs.pdf

Board of Directors Roster *Required

board.docx

Articles of Incorporation/Bylaws *Required

articles.pdf

Conflict of Interest Statement *Required

conflict_interest.pdf

Organization chart *Required

organization_chart.jpg

Board of Directors' authorization to request CDBG/ESG funding *Required

bda_22.pdf

Business License Number *Required

business_22.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

1697657_CGL_Acord25_1_220124174224924.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

bylaws.pdf

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

Printed By: Kayla Martin on 3/30/2022

SAM.gov - screen shot of sam.gov registration *Required

thumbnail_Screenshot 2022-01-24 at 12.23.06 PM.png

Key Program Staff Resume *Required

Jamie_Guerrero_Resume_new.pdf

Title Report

***No files uploaded*

Optional Documents

***No files uploaded*

Submit**Case Id:** 48555**Name:** Kelly's Angels Foundation Inc - 2022/23**Address:** *No Address Assigned*Completed by jguerrero@kelsangels.org on 1/24/2022 2:57 PM*

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

JAMIE GUERRERO

Title

EXECUTIVE DIRECTOR

Date

01/24/2022

Signature

JAMIE GUERRERO

*Electronically signed by jguerrero@kelsangels.org on 1/24/2022 2:50 PM*Please download and upload the Certification page [here](#).

Certification Page ***Required**

signature.pdf

Program Overview

Completed by tyadon@parentsbychoice.net on 12/22/2021 4:52 PM

Case Id: 48528
Name: Parents by Choice - 2022/23
Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
 Emergency Solutions Grant (ESG) Program
 For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by tyadon@parentsbychoice.net on 12/22/2021 4:57 PM

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Suitable Living Environment

If using ESG funds

Homelessness Prevention

B. Contact Information

Completed by tyadon@parentsbychoice.net on 12/22/2021 5:04 PM

Case Id: 48528
Name: Parents by Choice - 2022/23
Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Parents by Choice, Inc

B.2. Mailing Address

306 E. Main Street Suite 300 Stockton, CA 95202

EXECUTIVE DIRECTOR INFORMATION

B.3. First Name

Tony

B.4. Last Name

Yadon

B.5. Email

tyadon@parentsbychoice.net

B.6. Phone Number

(209) 275-2487

POINT OF CONTACT INFORMATION

B.7. First Name

Tony

B.8. Last Name

Yadon

B.9. Email

tyadon@parentsbychoice.net

B.10. Phone

(209) 275-2487

ORGANIZATION CONTACT INFORMATION

B.11. Website

parentsbychoice.net

B.12. DUNS Number

969,357,156

B.13. EIN Number

352,274,016

B.14. Business License Number and Expiration Date

22-00114819, Expires June 30, 2022

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

70

B.17. Number of Volunteers

10

C. Funding Request

Completed by tyadon@parentsbychoice.net on 1/24/2022 9:06 AM

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Safe Step for Youth

C.2. Project Site Location

306 E. Main St Suite 300 Stockton, CA 95202

C.3. Funding Requested in this application

\$426,217.09

C.4. Other funds already secured for the project

\$0.00

C.5. Total Cost to Complete Project

\$568,289.46

C.6. Other funds not yet secured

\$142,072.36

D. Organization Information

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

Completed by tyadon@parentsbychoice.net on 1/24/2022 10:01 AM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

Parents by Choice exists to bring hope and healing to children, youth and families.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	250
Low Income (50%-80%)	500
Very Low Income (30%-50%)	500
Extremely Low Income (Less than 30%)	250
	1,500

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	900	550
Black/African American	425	80
Asian	100	0
Am. Indian/Alaskan Native	10	0
Native Hawaiian/Other Pacific Islander	10	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	55	20
	1,500	650

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	50
Female Headed Households	300
Seniors	75
Youth	400
Homeless	25
	850

E. Project Funds

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

Completed by tyadon@parentsbychoice.net on 1/24/2022 9:19 AM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

1

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG			\$0.00		\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG			\$0.00		\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG			\$0.00		\$0.00
FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG			\$0.00		\$0.00
FY2021/22 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

San Joaquin County request: \$142,072.36 to pay for 5 slots per month.

Printed By: Kayla Martin on 3/30/2022

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

The funding request is for a defined number of spaces in the project. If the approved amount is less than the request, available slots will be reduced to match the level of approved funding.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

The entire City of Stockton will be served by the 15 "Stockton" slots described in this application. An additional five spaces have been proposed to San Joaquin County.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Yes

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

Yes

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Transition-Aged Youth, 18-24 (until their 25th birthday)

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

Yes

Referrals from outside agencies, such as the Women's Center, Children's Home of Stockton, Child Abuse Prevention Council, San Joaquin County Human Services Agency, etc.

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

PbC's Safe Step for Youth program will assist 20 youth in securing stable housing, finding and maintaining employment, furthering their educational goals, and building a solid financial foundation. The program will provide services to youth ages 18 to 24 who are economically and/or emotionally disconnected from their families and are experiencing homelessness or unstable living conditions.

E.9. Select the common indicator that your agency will use to track clients.

Households: unit of measurement for housing activities only

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

The primary unit of service will be stable housing. This is defined as a private room in a shared apartment, as described in the Project Narrative.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	0
Households	20
Other	0
	20

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

Parents by Choice will engage in outreach with community partners to introduce this program to our target population. These partners include, but are not limited to, the Women's Center Youth and Family Services, Child Abuse Prevention Council, the Children's Home of Stockton, Family Resource and Referral, Child Welfare, Probation and others. Agency outreach material will be printed in both English and Spanish.

F. Project Impact

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

Completed by tyadon@parentsbychoice.net on 1/24/2022 10:10 AM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	1
Very Low Income (30%-50%)	3
Extremely Low Income (Less than 30%)	16
	20

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	10	4
Black/African American	4	0
Asian	0	0
Am. Indian/Alaskan Native	1	0
Native Hawaiian/Other Pacific Islander	0	0
Am. Indian/Alaskan Native & White	1	1
Asian & White	1	0
Black/African American & White	1	1
Am. Indian/Alaskan Native & Black/African American	1	0
Other Multi-Racial	1	1
	20	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	60
Female Headed Households	325
Seniors	85
Youth	450
Homeless	75
	995

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	0	0	0
2020-2021 (Anticipated)	250	1,600	1,500
2021-2022	280	1,800	1,750
	530	3,400	3,250

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

Parents by Choice's Safe Step for Youth program will provide housing, services, and support to 20 at-risk or homeless transition age youth (TAY) ages 18-24. This program utilizes a supportive housing model, which comprises housing made affordable through long-term rental assistance paired with intensive services promoting housing stability. Program participants will be housed at no cost to them and will receive related services to assist them in obtaining and maintaining independence and self-efficacy.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

Youth and families in San Joaquin County (SJC), like in many other California counties, face economic challenges, underemployment, and limited access to education and training. Over the past decade, San Joaquin County's population growth rate has exceeded the statewide average during a time of severe economic instability. The consequences of that instability continue to affect family security and health. 28.3% of children in San Joaquin County are living in poverty. Based on the high levels of poverty and childhood and environmental trauma, SJC children are susceptible to toxic stress and long-term academic, physiological, and emotional impacts. In 2015, 16.4 % of children in SJC had experienced two or more adverse childhood experiences (ACEs). The impact of ACEs begins in childhood and continues through adolescence and adulthood. Youth with more ACEs are more likely to experience mental health challenges, developmental delays, negative cognitive and socio-emotional health issues, academic challenges, behavioral health issues, and specialized health needs. ACEs also increase the likelihood that an individual will not complete high school, not obtain a college degree, be unemployed as an adult, live below the poverty line, and experience homelessness. 46% of runaway and homeless youth reported being physically abused, 38 percent reported being emotionally abused, and 17 percent reported being sexually abused by a family or household member. 75% of homeless or runaway youth have dropped out or will drop out of school. Over 50% of youth who go through foster care are unemployed or homeless by age 24.

The 2019 San Joaquin County Homelessness Census and Survey found that nearly 160 youth ages 18-24 were homeless in San Joaquin County, and 66% of those transition age youth (TAY) are unsheltered. By far, the largest concentration of these homeless individuals is in Stockton. Between 20 and 40 percent of homeless youth identify as LGBTQ+. While current housing programs address housing needs and risk of homelessness for current and former foster and probation youth, youth who are not as directly involved in these systems do not have the same access to transitional housing. It is true that youth who are not emancipated foster or probation youth may also be at risk of homelessness due to their histories of trauma, poverty, chronic and toxic stress, lack of connections and stable relationships, or a myriad of other factors. Homelessness is not only a risk for systems-involved youth.

The needs of youth, especially those living with a risk of homelessness, are distinct from adults and the support and interventions provided to these youth should reflect their unique needs. Youth facing homelessness experience simultaneous pressure related to earning an income, finding and accessing safe, supportive relationships, completing school, maintaining social connections, healing from and dealing with the impacts of trauma and adverse childhood experiences, and managing the normal stress of this stage of life.

Housing alone does not prevent or end homelessness. Youth must feel connected to the community, have access to their cultural reference group, monetary support, assistance with obtaining and maintaining employment, and ongoing support to manage existing and emerging mental health and trauma-related issues. Services must be provided in tandem with safe, affordable housing.

Other existing area programs offer a shelter environment to Transition Age Youth. Many of the strategies we propose, including a bridge to permanent housing and intensive case management, could not possibly be employed in a short-term shelter environment. There are not any current supported housing programs within Stockton or the larger San Joaquin County outside of the foster care system, and many at-risk or homeless youth do not meet that eligibility criteria.

Effectively responding to and preventing youth homelessness requires coordination across systems and between local service providers. Community-side efforts to address homelessness and issues contributing to it throughout Stockton and San Joaquin must include community-wide planning, coordination, and strategic use of resources and the programming and services tailored to the particular strengths of and challenges facing individuals and families within that community.

G. Project Narrative

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

Completed by tyadon@parentsbychoice.net on 1/24/2022 10:48 AM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges**
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse**
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.**
- MAINTENANCE - Helps to ensure that clients do not decline, etc.**
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service**
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation**

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

PbC's Safe Step for Youth program will assist 20 youth in securing stable housing, finding and maintaining employment, furthering their educational goals, and building a solid financial foundation. The program will provide services to youth ages 18 to 24 who are economically and/or emotionally disconnected from their families and are experiencing homelessness or unstable living conditions. Prevention/Early Intervention: Our program seeks to mitigate the impact of trauma and to improve both short and long-term outcomes, and we anticipate that youth who complete the program will experience improved social and emotional functioning, communication, relationship and interpersonal skills, health, improved family functioning, and achievement of personal goals, all contributing to their short and long-term ability to secure and maintain independent living.

Stabilization: PbC's Safe Step program model is centered on Housing First, an evidence-based, client-centered practice shown to reduce homelessness. Individuals with access to this program will be housed faster than in programs offering a more traditional approaches, will stay housed longer and more stably than other programs, have a high likelihood of retaining housing stability and, in general, access services more often and are less costly to public systems than participants in other types of housing programs. Black, indigenous, and people of color (BIPOC) are disproportionately represented within the unhoused population, the traditional "housing readiness" models can reinforce inequities. Housing First is a model more likely to attain equitable housing and health outcomes.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be

submitted with the application.

PbC aims to reduce and prevent homelessness among youth not only by providing housing but through directly addressing unmet needs and underlying issues that are both immediate and long-term contributors homelessness and other poor outcomes. In addition to safe, appropriate, and affordable housing, all youth will also receive support related to employment and/or education, strengthening relationships and developing permanent natural supports, community connections, and addressing trauma-related and mental health challenges.

PbC will work to create knowledge of the program with other agencies and community partners through outreach, online advertising, flyers, and networking. PbC has strong existing community relationships that will support these outreach efforts.

Eligibility and Admission

PbC will accept youth into the program ages 18 to 24 who are economically and/or emotionally disconnected from their families and are experiencing homelessness or unstable living conditions. Youth may self-refer, but we anticipate that most referrals will come directly from shelters, community centers, street outreach, drop-in centers, or other parts of response systems frequented by vulnerable young people experiencing homelessness. Parenting youth will be accepted as space allows. Wherever possible, priority for entry will be given to youth with the greatest need, which can be determined through a combination of factors including, but not limited to, experience with chronic homelessness, current or past issues with mental illness and/or substance use, high utilization of crisis services, and membership in an at-risk sub-populations (i.e. LGBTQ+ youth, BIPOC youth, parenting teens, youth with histories of or current risk of commercial sexual exploitation, etc.). Housing is not conditional on a set of readiness criteria.

Beginning with the admission process and throughout the program, PbC will emphasize youth choice and will encourage youth to bring their own lived expertise, knowledge, and perspectives to the program and its services. Upon receipt of a referral, the Program Director will arrange an in-person interview with the youth. The Program Director will explain the benefits and expectations of the program, discuss the youth's goals for the future, and offer the youth time to ask questions. The referred youth's potential roommate may also participate in this interview process to answer questions from their perspective and to ensure a mutual fit.

During the intake process, youth will be advised of their tenant rights, receive a program handbook, and review and sign a copy of the participant application. PbC offers options for apartment locations and will discuss the move-in schedule with youth. The Program Director will provide any referred youth who are not accepted to the program with specific reasons for the decision, conditions necessary to re-apply, and alternate housing options for consideration.

Program participants must agree to program guidelines outlined in the Safe Step for Youth Handbook. Youth must maintain program eligibility through either (1) maintaining employment at least part time (20 hours per week), (2) attending school at least part time, or (3) participating in an activity that aids in removing barriers to the previous items (e.g., mental health services, Alcoholics Anonymous meetings, etc.).

PbC staff attempt to have as much contact as possible in the first 30 days of placement to ensure that the needs of the youth are being met. Staff are trained to develop strength-based contact strategies with youth to encourage engagement and supportive working relationships. Staff work to build positive, supportive, and nurturing relationships through partnership, positive reinforcement, and by modeling strengths-based, positive adult roles.

Staff partner with youth to create a plan on how they will keep in contact, with a schedule chosen by the youth. Shared responsibility is an important component of PbC's service philosophy. Above all, participants are recognized as adults. Once they demonstrate responsibility, youth will receive a minimum of one contact per week throughout the

duration of their program. The intensity and frequency of visits will be predicated on their age, the needs of the client, or crisis situations. High risk and high needs youth will receive daily contact either by phone or in-person from program staff while risk persists. PbC emphasizes that this is a “no fail” program built on the strengths of the participants.

Safe Step Staffing

PbC will employ compassionate, creative, and resilient staff members with a strong understanding of adolescent and young adult development and a positive youth development approach to working with at-risk youth. The Safe Step program employs a .5 FTE Program Director with a Bachelor or Master’s Degree, 2 FTE Transition Coaches with Bachelor’s Degrees, and a .25 FTE Administrative Assistant. Transition Coaches spend time with each participant at least weekly to support their goals, provide encouragement, and link them to community resources. Transition Coaches will help youth reach their goals through coaching and mentoring. The Program Director will meet regularly with each staff member and program participant to ensure the goals of the program are being met, and will act as the point-of-contact for referral sources. Program staff will link participants to any additional services necessary to meet their goals, including those provided directly by PbC and those provided by other community providers.

A PbC staff member will be on call 24 hours a day for placements and emergencies. Youth will have access to their Transition Coach and the Program Director as needed. All staff carry cell phones and are trained in how to handle emergency situations. Program staff have access to the Program Director, Clinical Director, and Executive Director to assist with problem-solving and managing crises as needed.

Housing and Basic Needs

Housing is provided via a permanent scattered-site model in affordable housing units leased by PbC. Rental units may include apartments, single family dwellings, or condominiums. Single youth will share a two-bedroom unit with another youth in the program as a built-in support network. Families may have their own apartments or may share a larger unit with other parenting youth for mutual support.

At entry to the program, youth will be provided with all of the furnishings and household accessories needed at no cost to them. Furnishings include a bed, dresser, sofa, dining table, bathroom accessories, wall decorations, and kitchen utensils, among other necessary items. Youth may shop alongside PbC staff so that their apartment furnishings are a reflection of themselves.

Participants will receive housing at no cost for the first year of their participation in the program. During the second year and as long as they remain in the program, they will pay a portion of rent and utilities based on their income. Youth will receive a grocery voucher each month and small stipends for achieving monthly goals. They will also receive gift cards for personal items.

PbC’s Transition Coaches will help participants learn how to manage money, including budgeting, savings, and balancing a checking account. Staff will also assist the youth in establishing the utilities in their own name.

Program participants have a lease and all the rights and responsibilities of tenancy. PbC will also ensure the personal safety of program participants and will review written safety rules and guidelines, including who to contact in case of problems with gas, electricity, plumbing, window and door locks, smoke detectors, etc. in the apartment, and safety at night when getting to and from the apartment, within the first 30 days of the program. PbC will work with each youth to resolve safety concerns and reduce harm and risk of eviction or housing disruption. There are instances in which youth may need to move units or exit the program due to unwillingness or inability to address safety concerns. Participants sign an agreement acknowledging that they may be dismissed from the program for reasons related to

the following: (1) refusal to meet minimum eligibility requirements of the program; (2) behaving in a manner that is dangerous to themselves or others and/or having weapons in their apartment; (3) participating in the exploitation of other PbC youth for the purposes of Commercial Sexual Exploitation and/or gang activity; (4) using their apartment for illegal activity, including but not limited to possession of drugs with the intent to sell, trafficking others, etc.; (5) bringing unsafe guests to their apartment and/or tell unsafe people where their apartment is located (note: "unsafe" may include violent or abusive individuals, drug dealers, etc.); (6) breaking the rules of lease/apartment complex and/or if the Apartment Management requests their removal; (7) prolonged unexplained absences from the apartment/program. The program is voluntary and youth may exit if they decide they no longer want to be a part of the program. If a client is arrested and detained, PbC will discuss this situation on a case by case basis to determine whether to reserve their space in the program. The use of alcohol or drugs in and of itself, without other lease violations, is not a reason for eviction.

Support with Permanent Housing

PbC will help participants who want to remain in their units to do so. Participants who complete the program may choose to remain in their unit, and PbC staff will work to ensure that the lease transfers to the participant. PbC currently has apartments in desirable neighborhoods near shopping, schools and employment opportunities. PbC nurtures effective relationships with landlords, providing information about the program and considering them as part of the support for youth working toward a goal of reducing homelessness. Our current THP+FC program has a strong relationship with the Venetian Bridges and Riverwood complexes in Stockton. During the program, we will have regular Roommate Meetings to ensure a comfortable and effective living situation. Regular and random apartment checks will also take place to ensure cleanliness and to check for health and safety concerns. As participants near the final quarter in the program, or if a need for a housing change arises during the program, PbC staff will assist with housing locator services, show participants how to fill out an application for rent, and provide advocacy on the participant's behalf with landlords as needed.

There may be times when a youth needs to be rehoused because their housing is not a good fit or because of eviction. In these cases, PbC will work with the youth to find alternative housing within or outside the Safe Step program, depending on the needs and preferences of the youth and availability of housing. Transition Coaches will continue to support youth through these transitions, emphasizing that a loss of housing is not a personal failure, treating the situation like a learning opportunity, and engaging the youth and providing support until they are housed again.

Case Management

Case management is youth-centered and driven by the youth's individual goals. Case management comprises a number of different interventions intended to promote housing stability, build life and independent living skills, enhance engagement with family, friends, and community, and achieve educational and employment goals. Transition Coaches are trained in and actively employ evidence-based practices for engagement, including motivational interviewing and client-centered counseling. Transition Coaches develop relationships with program participants and use a variety of strategies and approaches to help them achieve their goals, including: assessment, goal setting, referrals and linkage, building life skills, problem solving, mediation and communication skill building, advocacy, and support navigating systems. Services are informed by a harm-reduction philosophy, where participants are engaged in nonjudgmental communication regarding any high risk behaviors and offered education regarding how to avoid risky behaviors and engage in safer practices. Transition Coaches will connect youth to evidence-based treatment the youth chooses.

Mental Health and Medical Care

We recognize that youth may come to this program with underlying mental health and trauma-related issues that impact their behavior, relationships, and functioning in work or school. At the time of admission, PbC completes an

assessment of each youth to ensure that their individual needs are met through the program. PbC considers physical, emotional, social, cultural, and spiritual well-being in promoting positive youth development. Services are individualized, needs-driven, and centered around the youth's ideas of the support they need. PbC's framework is geared toward positive youth development that emphasizes the youth's assets and strengths as much as their needs and vulnerabilities. We work to enhance health, confidence, and resilience.

PbC provides individual and group counseling in accordance with the identified needs of the youth. PbC has a range of regular therapeutic groups available for transition age youth, which will be expanded and adapted to the Safe Step program. Mental health services are a core component of PbC's services, and we have a licensed therapist on staff. PbC will refer youth to outside mental health and medical providers as needed. PbC has strong referral relationships with San Joaquin County Behavioral Health Services, the Child Abuse Prevention Council, and the Women's Center Youth and Family Services.

Educational Advocacy and Support

Youth will receive support to obtain educational goals. PbC will assist youth who do not have a high school diploma or GED with enrolling in a GED program. PbC will provide weekly check ins on the status of the youth's progress in the GED program and will provide additional tutoring and support as needed. The PbC team will support each youth in pursuing post-secondary education or vocational training depending on their interests. Support services include completing college applications, applying for financial aid, and accessing other school resources.

Job Readiness

Helping youth obtain employment is a core component of the THP Plus program, to ensure that youth obtain independence and permanency. Youth not enrolled in a college or vocational program are expected to work at least 20 hours per week. The PbC team will support each youth in developing a resume, filling out job applications, preparing for interviews, learning job skills, and accessing employment opportunities. We work with the Stockton WorkNet Center, as well as the JobCorps Center in Sacramento (funded through the Job Training and Partnership Act and overseen by the San Francisco Regional Office of Job Corps), to provide training and job opportunities to youth participating in the Safe Step program.

PbC will provide employment opportunities through the businesses we own: Plaza Perks, a coffee shop opened in 2020, Main Street Gifts, a retail gift shop coming to downtown Stockton in July 2022, and a commercial restaurant coming to downtown Stockton in the Fall of 2022. The sole purpose of these small businesses is to provide job opportunities for vulnerable youth, in a compassionate, supportive environment. More information about the coffee shop can be found at the following link: <https://youtu.be/YBV-kecvi7s>.

PbC requires parenting youth to attend our Positive Parenting Program (Triple P) as part of their program participation. Triple P consists of six weekly small groups focusing on topics such as understanding children's growth and needs, training on positive discipline, and the development of parenting skills. These groups provide an opportunity for parents to connect with one another, share resources and lessons learned, and also to create community through informal mutual support. PbC provides nearly 50 different Triple P groups each year, involving a diverse population of parents, so TAY parents will be given the opportunity to attend a group of their peers if they choose.

Community Involvement

PbC seeks to help youth develop the skills and relationships they need to integrate and participate into the community. PbC will assist youth in establishing and maintaining healthy personal relationships. The program includes a monthly one hour community meeting in which participants are able to talk about how things are going for them

living on their own, their struggles, and their inspirations. The focus is on improving life skills, social skills, and emotional wellbeing. Attendance at community meetings is voluntary but strongly encouraged. Approximately once each month there will be a planned community activity by program staff for all youth. Activities will be voluntary and will focus on life skills and/or building community. Youth will be encouraged but not required to attend. Examples of past activities include bowling, laser tag, museum trips, beach outings, and paintball. Youth will be able to participate in interviewing staff as a way to observe and practice interviewing for future employment themselves. They may also be asked to participate in interviews with potential program participants.

Participants will also be empowered to give back to the community at large through participation in outreach and training programs provided by PbC to the community. This will not only empower program youth, but help to improve the lives of other youth facing homelessness.

Exit-Planning and After-Program Care

In support of the goal to develop permanent, positive adult relationships, PbC will start exit planning on day one and will make program staff available to youth after their exit. The PbC Transitional Housing program will remain in contact with “alumni” youth who have exited the PbC program. Agency staff will be available for 180 days post exit. Some of the aftercare services provided by the agency include a detailed exit plan that documents the services needed and how participants can access them and a road map of future goals in place so both the team and the youth are in sync. Youth and program staff will exchange contact information, including contacts for family, friends, employers, teachers, mentors, etc. Continued staff-client contact will be approved by a supervisor. Management will be aware that a staff person is in contact with a former client to ensure professional boundaries and avoid conflicts of interest. PbC will support periodic alumni get-togethers.

Peer support groups are offered to former clients as well as the opportunity for them to mentor/support current clients. Those that have completed the program successfully can help those in the program; Most importantly, participants will be aided in transitioning from program dependency and creating community-based support systems. Youth will be given a gift card for food or movies if they check in every six months. PbC will hold an annual holiday party so alumni and current clients can touch base with peers they may have lost contact with. Youth will be encouraged to use social networking to stay in touch with other youth and PbC.

We will measure the following outcome objectives:

1. The program will assist participants in securing stable housing during program participation and upon exit.
2. The program will assist youth in obtaining education and employment goals.
3. Program participants will address mental health or trauma-related issues that impact housing stability.
4. The program will assist youth in establishing a solid financial foundation.
5. The program will encourage social inclusion/community involvement.

Project Activity or Program Service #	Describe the Deliverable
1	Annually, 80% of program participants will successfully maintain stable housing and will exit the program to stable housing.
2	Of the program participants not employed at time of entry, 70% will obtain employment or will enter a vocational training program, internship or will volunteer within six months of program entry.
3	75% of program participants will have obtained their HS diploma or equivalent upon exit.

4	80% of program participants will exit with a positive balance in their personal savings account.
4	95% of youth will access the necessary services and support related to achieving at least one (1) personal goal related to improved physical and/or mental health, reduced substance use, enhanced personal safety, improved self-esteem, and/or enhanced resilience.

G.4. Describe your agency’s capacity to implement this program or project (identify agency’s federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

Parents by Choice (PbC) was established in June 2006 by Tony Yadon, MA, a social worker with a wealth of experience and a deep understanding of California’s foster care system, with the mission to bring hope and healing to children, youth, and their families. PbC began with one staff member, a small office, and the vision for an organization committed to ensuring that all children have the resources they need to grow up healthy and whole.

Over the past 15+ years, PbC has grown into an established, well-respected organization. PbC is governed by an active, community-based Board of Directors and is led by the founder and Executive Director. PbC’s leadership and culture center children as the “big deal” of the organization. With support from the state of California, San Joaquin, Stanislaus and Solano counties, private grants, annual community fundraisers, and donor contributions, PbC is financially stable and its budget has grown substantially and safely during its 15-year history. PbC’s \$5.5 million annual budget and staff of more than 70 employees support four core programs: Foster Care and Adoption Support, Transitional Housing for Foster Youth, Mental Health Services, and the Positive Parenting Program (Triple P). PbC services are provided in a warm, welcoming, safe, and child-friendly environment in its offices in Stockton, Modesto, and Fairfield, and in other community spaces in Lodi, Manteca, and Tracy through longstanding partnerships with other community organizations. PbC is a fully licensed Foster Family Agency with national accreditation from the Council on Accreditation (COA).

PbC also has a strong relationship with The Housing Authority of San Joaquin and is a partner in a Project Homekey application, which will renovate a Motel 6 property into 128 one bedroom units. PbC will have use of approximately nine of the units for the TAY population. This project hopes to bring \$26 million in State support to San Joaquin County for the hotel renovation, and has received a matching pledge of \$6 million from the City of Stockton.

PbC has developed responsive, innovative services that meet the unique, diverse, and evolving needs of at-risk San Joaquin children and families. PbC serves more than 1,000 individuals annually through an array of direct and outreach services that include orientation, training, and ongoing support to foster families, independent housing and comprehensive support services to foster youth aged 18-21, adoption support, outpatient and school based mental health services and parenting groups and classes. Services are provided in both English and Spanish by a passionate and qualified staff who hold associate, bachelor’s, or master’s degrees in applied practice fields including counseling, marriage and family therapy, social work, and other social and behavioral sciences. PbC staff have extensive training and experience in preventing child abuse and neglect and teaching healthy, safe parenting techniques and are committed to partnering with San Joaquin children, families and the community to protect and invest in children’s futures.

PbC has proven experience and expertise partnering with San Joaquin County Human Services Agency, Children's Services, and other county departments and community agencies to contribute to safety net services for San Joaquin County’s most vulnerable children and families. PbC provides Intensive Services Foster Care (ISFC) services, which are short-term treatment interventions to promote healing, child stabilization, and to facilitate the permanent transition into a home. In partnership with San Joaquin County, PbC operates a Transitional Housing Program that provides safe

and supportive housing to youth who are aging-out of foster care. PbC provides mental health services in San Joaquin county and began providing school-based mental health services at four high schools in Stockton through a contract with San Joaquin Behavioral Health in 2020.

At the core of many PbC programs and services is the Positive Parenting Program (Triple P), which PbC has been providing since 2012 with funding from SJC. Triple P is an adaptable, evidence-based curriculum that has been shown to reduce child abuse and neglect and out-of-home placements by promoting age and developmentally appropriate positive communication, increasing confidence in parents and self-esteem in children, teaching tools for healthy boundary-setting, and increasing skills for positive discipline and managing stress and anger without violence. PbC's parenting groups are designed to reduce stress and build strong and healthy attachments between children and their parents or caregivers. Triple P doesn't tell people how to parent, but rather introduces simple and practical strategies that they can adopt to suit their own values, beliefs, and needs. Triple P builds upon parents' inherent expertise and imparts skills and techniques that they can put into practice right away. Triple P also helps to build family relationships that encourage children to realize their full potential and to learn strategies for self-regulation.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

PbC intends to implement this program on the following timeline:

March/April 2022: Anticipated award letter from San Joaquin County/City of Stockton

May/June 2022: Hire staff, receive technical assistance, outreach to landlords, publicize services.

July 2022: Proposed start date of project. Begin recruitment of Transition Coaches.

August 2022: Begin accepting referrals to the program and implementing the project.

September/October 2022: PbC will begin housing program participants within 90 days of receiving funding.

December 2022: The first program participants will have leases in their own names.

PbC will employ compassionate, creative, and resilient staff members with a strong understanding of adolescent and young adult development and a positive youth development approach to working with at-risk youth. The Safe Step program employs a .5 FTE Program Director with a Bachelor or Master's Degree, 2 FTE Transition Coaches with Bachelor's Degrees, and a .25 FTE Administrative Assistant. Transition Coaches and Employment Specialists spend time with each participant at least weekly to support their goals, provide encouragement, and link them to community resources. Transition Coaches will help youth reach their goals through coaching and mentoring. The Program Director will meet regularly with each staff member and program participant to ensure the goals of the program are being met, and will act as the point-of-contact for referral sources. Program staff will link participants to any additional services necessary to meet their goals, including those provided directly by PbC and those provided by other community providers.

A PbC staff member will be on call 24 hours a day for placements and emergencies. Youth will have access to their Transition Coach and the Program Director as needed. All staff carry cell phones and are trained in how to handle emergency situations. Program staff have access to the Program Director, Clinical Director, and Executive Director to assist with problem-solving and managing crises as needed.

PbC will accept youth into the program ages 18 to 24 who are economically and/or emotionally disconnected from their families and are experiencing homelessness or unstable living conditions. Youth may self-refer, but we anticipate that most referrals will come directly from shelters, community centers, street outreach, drop-in centers, or other parts of response systems frequented by vulnerable young people experiencing homelessness. Parenting youth will be accepted as space allows. Wherever possible, priority for entry will be given to youth with the greatest need, which can be determined through a combination of factors including, but not limited to, experience with chronic

homelessness, current or past issues with mental illness and/or substance use, high utilization of crisis services, and membership in an at-risk sub-populations (i.e. LGBTQ+ youth, BIPOC youth, parenting teens, youth with histories of or current risk of commercial sexual exploitation, etc.). Housing is not conditional on a set of readiness criteria.

Project Deliverable #	Describe the Deliverable
1	Annually, 80% of program participants will successfully maintain stable housing and will exit the program to stable housing.
2	Of the program participants not employed at time of entry, 70% will obtain employment or will enter a vocational training program, internship or will volunteer within six months of program entry.
3	75% of program participants will have obtained their HS diploma or equivalent upon exit.
4	80% of program participants will exit with a positive balance in their personal savings account.
4	95% of youth will access the necessary services and support related to achieving at least one (1) personal goal related to improved physical and/or mental health, reduced substance use, enhanced personal safety, improved self-esteem, and/or enhanced resilience.

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

PbC will obtain individual level data through a number of sources, including the Strengths and Difficulties Questionnaire (SDQ), administered at entry and at six month intervals, participant satisfaction surveys, measurement of achievement of goals outlined in the Ansell Casey Life Skills Assessment tool, case notes, incident reports, team meetings, and case consultation. Program staff will maintain details of how each youth is progressing according to the above outcomes. PbC may also track data through the following measures and indicators: (1) Housing stability (homelessness, subsidized housing, monthly rent, are they in their same housing unit?); (2) Employment and wages (salary or hourly wage, receiving public benefits (SSI, Food Stamps, WIC, CalWorks/TANF, GA), child support); (3) Family Status (any new births, living with a custodial child); (4) Educational status (GED/HS equivalent, community college, four-year college or more); (5) Employment and vocational training (including military, Job Corps, AmeriCorps, Peace Corps); (6) Financial aid or support (grants, loans or scholarships, child support, family financial support); (7) Permanency; (8) Health (insurance through employer, MediCal, other; medical appointments; mental health needs; substance abuse; physical or developmental disability); (9) Savings and Finances (checking and savings accounts); (10) Voter registration; and (11) Involvement in adult criminal justice system (incarcerated/charged: misdemeanor/felony).

Our criteria for success is that participants secure stable housing during program participation and upon exit, youth obtain education and employment goals, program participants will address mental health or trauma-related issues that impact housing stability, youth establish a solid financial foundation, and youth experience enhanced social inclusion/community involvement. By the end of this grant, we expect to have helped at least twenty youth achieve those successes. The proposed long-term benefits of this program include: youth and adults have the skills they need to obtain and maintain stable housing, decrease in homelessness and housing instability, decrease in poverty, improve education and employment functioning, attain improved racial equity in housing and health outcomes, decrease in systems involvement and cost to systems, and breaking cycles of intergenerational trauma.

Deliverable #	Task that Support Deliverable
1	Annually, 80% of program participants will successfully maintain stable housing and will exit the program to stable housing.

2	Of the program participants not employed at time of entry, 70% will obtain employment or will enter a vocational training program, internship or will volunteer within six months of program entry.
3	75% of program participants will have obtained their HS diploma or equivalent upon exit.
4	80% of program participants will exit with a positive balance in their personal savings account.
4	95% of youth will access the necessary services and support related to achieving at least one (1) personal goal related to improved physical and/or mental health, reduced substance use, enhanced personal safety, improved self-esteem, and/or enhanced resilience.

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

PbC will accept youth into the program ages 18 to 24 who are economically and/or emotionally disconnected from their families and are experiencing homelessness or unstable living conditions. Youth may self-refer, but we anticipate that most referrals will come directly from shelters, community centers, street outreach, drop-in centers, or other parts of response systems frequented by vulnerable young people experiencing homelessness. Parenting youth will be accepted as space allows. Wherever possible, priority for entry will be given to youth with the greatest need, which can be determined through a combination of factors including, but not limited to, experience with chronic homelessness, current or past issues with mental illness and/or substance use, high utilization of crisis services, and membership in an at-risk sub-populations (i.e. LGBTQ+ youth, BIPOC youth, parenting teens, youth with histories of or current risk of commercial sexual exploitation, etc.). Housing is not conditional on a set of readiness criteria.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

Other existing area programs offer a shelter environment to Transition Age Youth. For example, The Women's Center Youth and Family Services offers a youth homeless shelter and the Children's Home of Stockton offers their Catalyst youth shelter. We are proposing an independent living program and supported housing model that not only provides housing, but also better prepares youth for adulthood and long-term improved outcomes. There are not any current programs like this within Stockton/San Joaquin County outside of the foster care system, and this program will intentionally serve youth who are unable to access similar existing programs because they do not meet that eligibility criteria. This program will provide stable housing with services and support, while helping youth make important steps in their journey towards adulthood. Many of these strategies, including bridge to permanent housing and intensive case management, could not possibly be employed in a short-term shelter environment.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

PbC will identify and obtain ongoing local, state, and federal funding opportunities and seek private donations to sustain this program. PbC's goal is to sustain this program for as long as there is a community need.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

None

H. ESG

Completed by tyadon@parentsbychoice.net on 1/24/2022 9:05 AM

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

I. Public Facility Project

Completed by tyadon@parentsbychoice.net on 1/24/2022 9:05 AM

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

Yes, the agency will lease some of the property and own other property. Leases and purchase agreement have been uploaded.

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

N/A

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

Printed By: Kayla Martin on 3/30/2022

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

N/A

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by tyadon@parentsbychoice.net on 1/24/2022 10:48 AM

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question J.1.

PbC will work to create knowledge of the program with other agencies and community partners through outreach, online advertising, flyers, and networking. PbC has strong existing community relationships that will support these outreach efforts. PbC will reach out to shelters, child welfare social workers, probation officers and nonprofit organizations to educate them about this new project. Information will also be posted on the agency's website and on social media.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

The agency administration office and the program residences are located along major bus lines. Participants will receive free bus passes from PbC, if requested. With transportation often a barrier to accessing services, our strategy is to utilize affordable housing in locations that are convenient to schools, churches, community centers, public transportation, and other services. Our current leased apartments are located in complexes which are in safe neighborhoods and are close to San Joaquin Delta College. In addition to these sites, our office located at 306 E. Main Street, Suite 300, Stockton, CA is also where we offer additional services and childcare is available.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.

Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

Completed by tyadon@parentsbychoice.net on 1/24/2022 10:56 AM

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers 'Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

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- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

Safe Step For Youth - 2022 Budget.pdf

Organization Operational Budgets *Required

2022 Budget.pdf

Organization Financial Statements *Required

Balance Sheet 11302021.pdf

Balance Sheet 12312020.pdf

Profit & Loss Jan to Nov 2021.pdf

Profit & Loss 2020.pdf

Tax Status *Required

IRS Non Profit Letter.pdf

FTB Exemption Letter.pdf

Board of Directors Roster *Required

Board of Directors 2022.pdf

Articles of Incorporation/Bylaws *Required

Articles of Incorporation - Endorsed.pdf
Revised Bylaws 2018.pdf

Conflict of Interest Statement *Required

Conflict of Interest Policy.pdf

Organization chart *Required

Organizational Chart 2022.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

BoardResolutionCDBGSigned.pdf

Business License Number *Required

City of Stockton Business License.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

PbC Proof of Ins 2021.pdf
Certificate_XWS61851010_2271721.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Personnel Policies.pdf

Use Permit/State License (as applicable)

THP License.pdf

Rental or Lease agreement

Lease 1.pdf

Lease 2.pdf

Evidence of Site Control

***No files uploaded*

SAM.gov - screen shot of sam.gov registration *Required

SAM Registration Status.pdf

Key Program Staff Resume *Required

Tony Yadon Resume 2022.pdf

Title Report

***No files uploaded*

Optional Documents

Safe Step Referral Form.pdf

Safe Step Intake Form.pdf

Submit

Completed by tyadon@parentsbychoice.net on 1/24/2022 11:33 AM

Case Id: 48528

Name: Parents by Choice - 2022/23

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Tony Yadon

Title

Executive Director

Date

01/24/2022

Signature

Anthony Yadon

Electronically signed by tyadon@parentsbychoice.net on 1/24/2022 10:56 AM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

Signature Page.pdf

Program Overview

Completed by rcall@readytoworksjc.org on 1/3/2022 12:52 PM

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by rcall@readytoworksjc.org on 1/3/2022 12:53 PM

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

If using ESG funds

Homelessness Prevention

B. Contact Information

Completed by rcall@readytoworksjc.org on 1/6/2022 10:06 AM

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Ready To Work

B.2. Mailing Address

119 E Weber Ave Stockton, CA 95202

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Ray

B.4. Last Name

Call

B.5. Email

rcall@readytoworksjc.org

B.6. Phone Number

(209) 986-3291

POINT OF CONTACT INFORMATION**B.7. First Name**

Deborah

B.8. Last Name

Johnson

B.9. Email

djohnson@readytoworksjc.org

B.10. Phone

(209) 684-6212

ORGANIZATION CONTACT INFORMATION**B.11. Website**

www.readytoworksjc.org

B.12. DUNS Number

80,921,951

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B.13. EIN Number

-814,884,512

B.14. Business License Number and Expiration Date

22-00127946 11-30-22

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

16

B.17. Number of Volunteers

5

C. Funding Request

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

Completed by rcall@readytoworksjc.org on 1/20/2022 11:01 AM

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Homeless Employment And Rehousing Through Teamwork - HEARTT -

C.2. Project Site Location

999 W. Matthews rd French Camp, CA 95231

C.3. Funding Requested in this application

\$50,000.00

C.4. Other funds already secured for the project

\$1,697,207.00

C.5. Total Cost to Complete Project

\$50,000.00

C.6. Other funds not yet secured

\$50,000.00

D. Organization Information

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

Completed by rcall@readytoworksjc.org on 1/19/2022 3:02 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

Ready to Work seeks to reduce the number of homeless people in Stockton and San Joaquin County by helping persons with a history of homelessness or involvement in the criminal justice system rebuild their lives and the lives of their families.

Ready to Work will help its clients achieve self-sufficiency through cost-effective employment and housing programs that incorporate case management, counseling, treatment, financial planning, work training, paid work, job placement, and assistance in obtaining permanent housing. These programs will enable clients to develop a strong work ethic, commit to personal responsibility, and establish financial stability.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	115
	115

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	51	30
Black/African American	57	0
Asian	3	0
Am. Indian/Alaskan Native	1	0
Native Hawaiian/Other Pacific Islander	1	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	2	0
	115	30

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
----------	----------------

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1 of 2

Disabled	13
Female Headed Households	0
Seniors	3
Youth	10
Homeless	115
	141

E. Project Funds

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

Completed by rcall@readytoworksjc.org on 1/19/2022 3:04 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

N/A

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

One-time funding

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG			\$0.00		\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG			\$0.00		\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG			\$0.00		\$0.00
FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG			\$0.00		\$0.00
FY2021/22 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

- \$595,950 from the Community Corrections Partnership (annual, July 1 to June 30).

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- \$338,970 from the Homeless Housing and Assistance Program (\$169,485 secured for 2022).
- \$77,299 from the Community Based transitional Housing Program.
- 121,000 from Stockton Caltrans contract.
- \$150,000 from Modesto Caltrans contract.
- \$120,000 from City of Stockton contract.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

Ready To Work's program will be able to continue functioning if we do not receive all the funding requested in this grant application. We are grateful to have received HHAP funding support from the City of Stockton, but since we were awarded only half of our total HHAP request additionally to the CoC, San Joaquin County, and our 4 year donation drive has come to an end we are seeking some additional funding if possible with this application.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

Ready To Work's service area is San Joaquin County, which includes the City of Stockton. Our main office is in Stockton. Stockton is the largest city in San Joaquin County, and at least 50% of our program clients come from the Stockton.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

No

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Homeless Persons

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

Ready To Work (RTW) is a proven concept now and has played an integral role in intervening and in preventing recidivism back into homelessness for the formally incarcerated (high propensity for homelessness) and homeless individuals that RTW serves that are most desperately in need of shelter type housing, income, case-management, wrap-around services, job training, job placement and housing placement in Stockton and in San Joaquin County. Given the COVID-19 pandemic situation, RTW has provided emergency mutual aid assistance, and general staffing, to many agencies, because of their personnel shortages, including the City of Stockton Public Works Dept. , St. Mary's Dining Hall, The Salvation Army, and Downtown Stockton Alliance with its homeless shower facilities all in Stockton. RTW homeless staffed paid work crews are more needed than ever by keep clients sheltered, off of the streets and gainfully involved in forward moving activities for long-term sustainability and permanent housing placement. ESG funding will assist us in our mission to move recently incarcerated individuals and homeless individuals from jail and the streets to gainful employment allowing these individuals to self-shelter. The RTW program is designed to permanently remove people living in our streets and under overpasses.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

RTW is a 24/7 facility that provides emergency sheltering of 21 beds for homeless individuals at any one time (those not from incarcerated backgrounds) and 24 beds for those from incarcerated backgrounds. RTW serves those that are most desperately in need of shelter type housing, income, case-management, wrap-around services, job training, job placement and housing placement with the mission to keep them off the streets for good.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	60
Households	0
Other	0
	60

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

Attachment A

RTW houses individuals who meet the definition of “homeless,” as defined by the HEARTH Act, at the RTW Housing Campus. RTW clients are identified by direct outreach to homeless encampments throughout Stockton and San Joaquin County and by referrals through HMIS/Coordinated Entry. Clients are assessed before entry to identify individual needs, program fit, and willingness to participate in support services. RTW’s primary target population is unsheltered homeless. RTW clients are identified through street outreach conducted by the agency and street outreach conducted by community partners, including PATH, CareLink, and Homeless Outreach Projects in Stockton and within San Joaquin County.

F. Project Impact

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

Completed by rcall@readytoworksjc.org on 1/19/2022 3:17 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	115
	115

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	22	14
Black/African American	35	0
Asian	2	0
Am. Indian/Alaskan Native	1	0
Native Hawaiian/Other Pacific Islander	0	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	0	0
	60	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	8
Female Headed Households	0
Seniors	3
Youth	5
Homeless	60
	76

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	0	0	0
2020-2021 (Anticipated)	27	60	60
2021-2022	27	60	60
	54	120	120

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

RTW provides shelter for individuals who meet the definition of “homeless,” as defined by the HEARTH Act, at the RTW Housing Campus. Clients are assessed before entry to identify individual needs, program fit, and willingness to participate in support services and paid work crews. Then clients are provided work at the level of their capabilities and provided case management and training to move them from lower paying jobs to higher paying jobs so they can self-shelter.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

95-100% of individuals served by Ready to Work qualify as extremely low income, making less than 30% of the area median income as defined by the Department of Housing and Urban Development -- 88% of those individuals served enter RTW with no income at all. Meanwhile, 33% of the individuals who exit Ready to Work have income at exit , while a large portion of our clients refuse to take the exit interview.

RTW's programs align with the Strategic Plan on Homelessness developed jointly by the San Joaquin Continuum of Care, San Joaquin County, and the City of Stockton. RTW plays a very important role in helping meet the goals of the joint authority Strategic Plan on Homelessness and even the Communitywide System Performance Goals as adopted by the CoC by actively doing following:

- Reducing the time persons remain homeless by increasing systemwide shelter capacity and providing case management, support services, and resources to move people from homelessness to permanent housing, including resources to increase household income and resources to obtain permanent housing such as individual grants and rapid re-housing.
- Reducing the percent of persons returning to homelessness from permanent housing by equipping those who leave the HEARTT program (our emergency sheltering program) with long-term skills to maintain their income and housing, and by linking those leaving the HEARTT program to rapid re-housing resources. This includes capturing data on those exiting the program, and continuing case management services after discharge from shelter.
- Reducing the total number of people who are homeless by increasing systemwide shelter capacity and providing the support services and resources necessary to move people from homelessness to permanent housing.
- Increasing the number of people who increase their cash income by linking participants to paid work and other

resources that increase household income.

- Reducing the number of people who become homeless for the first time by utilizing appropriate resources available through the Continuum of Care Coordinated Entry and HMIS to divert households from emergency services when possible.
- Increasing the percentage of people who exit from the streets and emergency shelter to permanent housing by helping individuals increase their household income and linking households to rapid re-housing services.

The main challenge of improving the homeless issue is lack of affordable housing. It's a challenge for RTW to move individuals to gainful; employment at a level that can afford to self-shelter. But that is our goal and we are having success!

G. Project Narrative

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

Completed by rcall@readytoworksjc.org on 1/19/2022 3:21 PM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges**
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse**
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.**
- MAINTENANCE - Helps to ensure that clients do not decline, etc.**
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service**
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation**

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

RTW plays a very important role in helping meet the goals of the joint authority Strategic Plan on Homelessness and even the Communitywide System Performance Goals as adopted by the CoC by actively doing following:

- Reducing the time persons remain homeless by increasing systemwide shelter capacity and providing case management, support services, and resources to move people from homelessness to permanent housing, including resources to increase household income and resources to obtain permanent housing such as individual grants and rapid re-housing.
- Reducing the percent of persons returning to homelessness from permanent housing by equipping those who leave the HEARTT program with long-term skills to maintain their income and housing, and by linking those leaving the HEARTT program to rapid re-housing resources. This includes capturing data on those exiting the program, and continuing case management services after discharge from shelter.
- Reducing the total number of people who are homeless by increasing systemwide shelter capacity and providing the support services and resources necessary to move people from homelessness to permanent housing.
- Increasing the number of people who increase their cash income by linking participants to paid work and other resources that increase household income.
- Reducing the number of people who become homeless for the first time by utilizing appropriate resources available through the Continuum of Care Coordinated Entry and HMIS to divert households from emergency services when possible.
- Increasing the percentage of people who exit from the streets and emergency shelter to permanent housing by helping individuals increase their household income and linking households to rapid re-housing services.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of

Printed By: Kayla Martin on 3/30/2022

1 of 4

approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

Ready to Work is proud to say that we are currently and effectively implementing our program (24/7) and will continue to do so. RTW staff and housing services is providing shelter, food, clothing, income and support, workforce development and links to permanent housing to homeless adults in Stockton and San Joaquin County. RTW accomplishes this through case management, mainstream services, increasing household income/paid work experience, and direct assistance in securing permanent housing through our 45 beds for our population target of those chronically experiencing homeless (veterans, hard to place homeless, those struggling with addiction, transitional aged youth 18-24 years of age, the formerly incarcerated on probation or parole, a heavy client base of persons of color who are disproportionately homeless, all specifically residents of the City of Stockton and San Joaquin County).

Project Activity or Program Service #	Describe the Deliverable
1	RTW staff and housing services is providing shelter, food, clothing, income and support, workforce development and links to permanent housing to homeless adults in Stockton and San Joaquin County.

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

RTW also operates a program (Homelessness And Recidivism Prevention, or HARP) that focuses on homeless men exiting the criminal justice system and who are on felony probation. HARP has been housing clients since July 2018. All individuals served by the HARP program are either literally homeless or at risk of homelessness at program entry according to the definition of the HEARTH Act. (Funding sources listed previously)

HARP provided shelter and services to individuals through 24 beds available, a little more than half of our total 45 beds. Of those leaving HARP, 56% exited into a permanent living situation or a facility that provides ongoing services and/or treatment.

RTW has been in existence for 4 years. The current Executive Director has 25 years of experience working with nonprofit leadership, both as the leader of nonprofit organizations (United Cerebral Palsy, YMCA, Emergency Food Bank, Stockton Shelter for the Homeless and now RTW) and as a volunteer. He is also an active participant in the CoC. RTW's program director has more than 30 years' experience in the State Department of Corrections and Rehabilitation, including several as warden of the Chowchilla prison overseeing a large population in crowded and volatile living conditions. Case Managers, Work Crew Leaders and Facility Monitors are all hired based on their skill and desire to serve our clients and help them become successful. We train our staff to provide the very best service to our clients with the goal to move them to gainful employment and self-shelter.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities. How will clients access the program/project?

Ready to Work serves people throughout Stockton and San Joaquin County. Individuals who receive the benefit of RTW's component are residents at the shelter. These clients are referred by partner agencies (such as street outreach, shelters, law enforcement, incarceration facilities, etc.) and through self-referral. After a brief period of stabilization,

clients are placed on RTW client work crews. As part of their living at the shelter, all clients receive extensive case management, financial support and management, links to mainstream services, links to wraparound services, and links to affordable housing and health care providers. Counseling and group sessions, including substance abuse support, are offered on site. Services are provided to individuals independent of their participation in work crews. Services continue after clients have obtained employment outside of RTW and after they have moved into housing if clients are interested.

Project Deliverable #	Describe the Deliverable
1	RTW staff and housing services is providing shelter, food, clothing, income and support, workforce development and links to permanent housing to homeless adults in Stockton and San Joaquin County. RTW accomplishes this through case management, mainstream services, increasing household income/paid work experience, and direct assistance in securing permanent housing. The goal is to improve the clients' ability to find gainful employment so they can self-shelter.

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

RTW has placed 14 program participants in permanent housing this year that normally would be living on the streets. We expect our successful outcomes to continue upward and even go higher with some of our workforce development enhancement trainings and certifications that are scheduled for 2022-23 and beyond.

Success is measured and tracked in the HMIS for: Earned income, successful exits to permanent housing, employment, not returning to homelessness, obtaining transportation, leaving addictive behavior, not returning back to incarceration (leaving probation), stabilized mental health, etc.

Deliverable #	Task that Support Deliverable
1	RTW accomplishes this through case management, mainstream services, increasing household income/paid work experience, and direct assistance in securing permanent housing.

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

RTW's population target are those chronically experiencing homeless (veterans, hard to place homeless, those struggling with addiction, transitional aged youth 18-24 years of age, the formerly incarcerated on probation or parole, a heavy client base of persons of color who are disproportionately homeless, all specifically residents of the City of Stockton and San Joaquin County).

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

(See poverty, income at entry and exit narrative above previously stated)

Most of our population either comes from the streets, homeless shelters/transitional housing, or come directly from

jail/prison. They come to Ready to Work because they have nowhere to go but to a shelter or the streets.

Chronic homelessness impacts 7% of our clients, according to the definition used by the Department of Housing and Urban Development, and 61% of our clients self-report struggles with illegal drugs and alcohol use. About 10% of our clients report some significant type of mental illness or disability, while a small percentage of our clients have a physical disability, developmental disability, or another chronic health condition.

The clients served by RTW are some of the most vulnerable in society, facing numerous obstacles to housing, employment, and self-sufficiency.

Our RTW operation employs the homeless with minimum overhead.

RTW has operated its model since July 2018, with individual clients working on RTW-overseen crews. These crews clean up local roads; perform landscaping and beautification; and provide support for other nonprofits that serve the needy and homeless. While they are working at this level they are receiving training and/or counseling to improve their economic situation by achieving certifications (truck driving, restaurant work, etc.) or vocational training.

RTW doesn't just provide income to those with zero income; it teaches clients the importance of giving back while learning skills needed to provide for themselves. This is a crucial step for clients bridging the gap between homelessness and unemployment on one side and employment and housing on the other. This takes many steps, and paid work overseen by RTW provides that critical bridge.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

RTW is an organization that strives to cultivate diversified income streams for sustainability (donors, government grants (local, state and federal) and municipality contract work).

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

We have no conflicts of interest with this application for federal funds.

H. ESG**Case Id:** 48566**Name:** Ready To Work - 2022/23**Address:** *No Address Assigned*Completed by rcall@readytoworksjc.org on 1/21/2022 11:00 AM*

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

45

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

Ready To Work (RTW) program provides formerly incarcerated and/or chronically homeless individuals temporary shelter and cost-effective employment skills. The mission of RTW is to reduce the number of homeless people (males) in San Joaquin County by assisting them rebuild their lives and the lives of their families. Clients are provided temporary shelter, food, cost effective clothing, earning income and support services. RTW believes by providing workforce development and assistance to permanent housing, these key factors can lead to long term self-sufficiency. We accomplish this through case management, mainstream services, paid work experience, and direct assistance in securing permanent housing. The clients enrolled in this program are provided work experience opportunities that can lead to permanent employment. RTW's goal is to transition individual to higher paying jobs through specialized training, educational efforts, and certifications. These skills will allow RTW clients the ability to compete with others for higher paying employment. The RTW program is designed to take chronically homeless individuals off the streets and teach them how to work and thrive, much like the saying "Give a man a fish and feed him for a day. Teach a man to fish and feed him for a lifetime." The RTW program is a win/win/win. The City of Stockton receives debris removal and pick up services at a high-quality level. RTW clients are provided employment and work experience. RTW is funded by the contract so they can continue to provide the services that help chronically homeless get off the streets, employed, and working toward self-sufficiency.

Clients are housed in old honor farm barracks. There are two wings that hold 22 and 23 clients respectively. These are open dorms with no walls. So our COVID protection must be at its highest. The Program Manager provide testing with testing kits when appropriate. Clients and staff where appropriate PPE (gloves, masks, sanitizers, etc.) following State of California's Department of Public Health and Cal/OSHA guidelines. RTW was fortunate to have had many PPE supplies donated in 2021. RTW cannot rely on donations in the future to protect employees and clients. The estimated cost of PPE for the coming year will exceed \$5,000.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

Completed by rcall@readytoworksjc.org on 1/6/2022 3:23 PM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

Own

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

N/A

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

Completed by rcall@readytoworksjc.org on 1/6/2022 3:27 PM

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

RTW as part of its strategic plan in 2021 will be reaching out to cultivate more potential employer and career training partnerships to help create even increased sustainable career paths for our program participants through workforce development.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

RTW has a program policy to make sure program participants get to and from work and have basic needs met through necessary transportation. We encourage clients to save earned income to purchase their own transportation (many have). Many carpool to work with each other. Some walk to the bus lines (however they are not very frequent near the shelter). When transportation needs are not easily accessible to clients, RTW will drive them to and pick them up from work, or arrange an Uber/Lift. Those on our work crews receive transportation with their supervisor in one of our passenger vans.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**
- Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time**

buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Case Id: 48566

Name: Ready To Work - 2022/23

Address: *No Address Assigned

Completed by rcall@readytoworksjc.org on 1/20/2022 11:03 AM

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

Budget 2022 With ESG Expenses.xlsx

Organization Operational Budgets *Required

Budget 20-21 and 2021-22.xlsx

Organization Financial Statements *Required

Ready To Work 2019 Audited Financial Statement.pdf
Audit Explanation.docx

Tax Status *Required

Nonprofit determination letter.pdf

Board of Directors Roster *Required

Ready to Work Executive Board of Directors.docx

Articles of Incorporation/Bylaws *Required
Articles of Incorporation amendment 12-16-19.pdf

Conflict of Interest Statement *Required
Conflict of Interest Policy.pdf

Organization chart *Required
Approved Org Chart 1-8-22.docx

Board of Directors' authorization to request CDBG/ESG funding *Required
Authorization to Request Grant.pdf

Business License Number *Required
Business License Number for City ESG.docx
RTW Business License 2022.msg

Type of Insurance Carried, Bonding, Workers 'Compensation *Required
Certificate of Insurance 2022.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required
Grievance and Fair Hiring Practices Excerpted from Personnel Handbook — 02-17-20.pdf
Non Discrimination Policy towards staff or Clients Excerpted from Personnel Handbook — 02-17-20.pdf

Use Permit/State License (as applicable)
***No files uploaded*

Rental or Lease agreement
***No files uploaded*

Evidence of Site Control

***No files uploaded*

SAM.gov - screen shot of sam.gov registration ***Required**

SAM Screen Shot.pdf

Key Program Staff Resume ***Required**

Resume 2019 Nonprofit.docx

Title Report

***No files uploaded*

Optional Documents

***No files uploaded*

Submit**Case Id:** 48566**Name:** Ready To Work - 2022/23**Address:** *No Address Assigned

Completed by rcall@readytoworksjc.org on 1/21/2022 1:58 PM

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Ray Call

Title

Interim Executive Director

Date

01/21/2022

Signature

Ray Call

*Electronically signed by rcall@readytoworksjc.org on 1/21/2022 11:01 AM*Please download and upload the Certification page [here](#).

Certification Page ***Required**

CoS ESG Authorized Signatory.pdf

Program Overview

Completed by ksalas@secondharvest.org on 1/19/2022 12:40 PM

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by ksalas@secondharvest.org on 1/19/2022 12:41 PM

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

Completed by ksalas@secondharvest.org on 1/19/2022 12:59 PM

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Second Harvest of the Greater Valley

B.2. Mailing Address

1220 Vanderbilt Circle Manteca, CA 95337

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Keenon

B.4. Last Name

Krick

B.5. Email

kkrick@secondharvest.org

B.6. Phone Number

(209) 239-2091

POINT OF CONTACT INFORMATION**B.7. First Name**

Kirsten

B.8. Last Name

Salas

B.9. Email

ksalas@secondharvest.org

B.10. Phone

(209) 239-2091

ORGANIZATION CONTACT INFORMATION**B.11. Website**

www.localfoodbank.org

B.12. DUNS Number

169,214,483

Printed By: Kayla Martin on 4/1/2022

B.13. EIN Number

680,376,587

B.14. Business License Number and Expiration Date

2200126133 11/30/22

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

24

B.17. Number of Volunteers

30

C. Funding Request

Completed by ksalas@secondharvest.org on 1/19/2022 1:01 PM

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Food Assistance

C.2. Project Site Location

1220 Vanderbilt Circle Manteca, CA 95337

C.3. Funding Requested in this application

\$40,000.00

C.4. Other funds already secured for the project

\$3,293,022.00

C.5. Total Cost to Complete Project

\$3,383,022.00

C.6. Other funds not yet secured

\$50,000.00

D. Organization Information

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

Completed by ksalas@secondharvest.org on 1/19/2022 1:07 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

Feeding the community through our partnerships

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	2,214
Low Income (50%-80%)	4,580
Very Low Income (30%-50%)	6,040
Extremely Low Income (Less than 30%)	25,606
	38,440

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	11,650	5,878
Black/African American	6,257	1,429
Asian	2,943	405
Am. Indian/Alaskan Native	1,431	1,002
Native Hawaiian/Other Pacific Islander	434	117
Am. Indian/Alaskan Native & White	164	47
Asian & White	498	152
Black/African American & White	2,684	663
Am. Indian/Alaskan Native & Black/African American	250	70
Other Multi-Racial	12,129	8,351
	38,440	18,114

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	4,152
Female Headed Households	6,319
Seniors	2,839
Youth	0
Homeless	0
	13,310

E. Project Funds

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Completed by ksalas@secondharvest.org on 1/21/2022 2:00 PM

Address: *No Address Assigned

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

N/A

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG			\$0.00		\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG	Food Assistance	City	\$30,000.00	complete	\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG	Food Assistance	City	\$30,000.00	complete	\$0.00
FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG	Food Assistance	City	\$30,000.00	Underway	\$30,000.00
FY2021/22 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

General Funds/Grants \$50,000

Printed By: Kayla Martin on 4/1/2022

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

The proposed activities could continue with a smaller amount of funding but may decrease the number of pounds of nutritious food we can purchase and provide. We plan to grow in small increments as we secure funding to sustain our current programs over the next several years.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

The City of Stockton will be served through Second Harvest of the Greater Valley's (SHGV) Food Assistance Program with partnered agencies located in the City of Stockton.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

No

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

Yes

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

No

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

N/A

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

Second Harvest will utilize Stockton CDBG funds towards the purchase of food to be provided to those experiencing food insecurity.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

Second Harvest of the Greater Valley keeps a record of number of pounds provided.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	20,000
Households	0
Other	0
	20,000

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

Our Food Assistance Program collaborates with 25 non-profit charities that provide a food pantry program in the City of Stockton. Non-profit agencies visit the Food Bank to select groceries, canned fruits and vegetables, cereals and bread, dairy products, meats, fresh fruits and vegetables. They distribute the food through their food pantries to low-income individuals in need of food. SHGV and partner agencies must provide services to all people regardless of their demographics, including individuals and families that are homeless, female head of household, veterans, homeless, disabled, elderly, all sexual orientations, and all races and ethnicities. Referrals are made through our Food Bank and our partnered agencies. Second Harvest will continue to collaborate with sites that provide a service in high need areas to ensure a priority focus on low-income areas.

F. Project Impact

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

Completed by ksalas@secondharvest.org on 1/21/2022 2:11 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	2,000
Low Income (50%-80%)	3,000
Very Low Income (30%-50%)	5,000
Extremely Low Income (Less than 30%)	10,000
	20,000

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	10,000	2,500
Black/African American	3,000	1,500
Asian	2,975	1,000
Am. Indian/Alaskan Native	500	200
Native Hawaiian/Other Pacific Islander	250	150
Am. Indian/Alaskan Native & White	100	25
Asian & White	75	20
Black/African American & White	500	200
Am. Indian/Alaskan Native & Black/African American	100	50
Other Multi-Racial	2,500	1,000
	20,000	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	2,150
Female Headed Households	6,000
Seniors	1,500
Youth	0
Homeless	0
	9,650

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	0	11,116	11,116
2020-2021 (Anticipated)	0	38,440	38,440
2021-2022	0	15,000	15,000
	0	64,556	64,556

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

Our Food Assistance Program collaborates with 25 non-profit charities that provide a food pantry program in the City of Stockton. Non-profit agencies visit the Food Bank to select groceries, canned fruits and vegetables, cereals and bread, dairy products, meats, fresh fruits and vegetables. They distribute the food through their food pantries to low-income individuals in need of food.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

In San Joaquin County, an estimated 92,520 people are living in food-insecure households, including 40,750 food-insecure children, 20% of the county's total children (source: Feeding America, the largest hunger-relief charity in the United States). The County Community Data Profile shows 22.4% of the population living below the poverty line. In the City of Stockton 10% has reported they live in a household with no personal vehicle available. Second Harvest's Food Assistance Programs work endlessly to ensure that our services are being provided in the greatest areas of needs. The City of Stockton is in dire need of supportive services to those that are struggling with food insecurity, homelessness, and urgent crisis in their lives. Second Harvest provides access to supplemental food to extend the resources of low-income residents of Stockton.

G. Project Narrative

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

Completed by ksalas@secondharvest.org on 1/19/2022 1:49 PM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION** - Helps prevent a problem before it emerges
- EARLY INTERVENTION** - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION** - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE** - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY** - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION** - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

The Food Assistance Program aligns with the City of Stockton's public service needs under early intervention, transition, and maintenance. Our programs give youth, families, and seniors a resource to access supplemental food to extend their monthly food budgets. Collaboration with non-profit agencies has strengthened our ability to bring maintenance to desperate areas of food insecurity, providing them with a variety of food they can count on.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

In the 2022-2023 Fiscal Year, Second Harvest Food Bank estimates we will reach 15,000 individuals, children, and seniors at sites in the City of Stockton with 1,000,000 pounds of supplemental groceries through our Food Assistance Program. This will provide supplemental groceries, including fresh fruits and vegetables, to help support their daily food intake needs and extend limited food budgets.

Project Activity or Program Service #	Describe the Deliverable
1	pounds

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

Printed By: Kayla Martin on 4/1/2022

In 1976, Good Samaritan Community Service, Inc. began to provide services for seniors. After 45 years, it has since transformed into Second Harvest Food Bank of the Greater Valley, serving individuals, seniors, and children in San Joaquin, Stanislaus, Merced, and the Mother Lode Counties. The Food Bank provides four programs in San Joaquin and Stanislaus Counties: Food Assistance, Fresh Food 4 Kids, Mobile Fresh, and Senior Brown Bag. Program expansion has brought challenges in staying sustainable and keeping up with the current needs in food security. Developing a strong, engaged board has played a supportive role in fundraising and securing donors. By working as a team, including staff, board members, volunteers, and community members, we have been able to face multiple challenges and find efficient solutions in food banking. Second Harvest's staff bring long-standing experience and commitment to our mission.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

The Food Bank staff will pick up donations, store, and prepare food to be picked up by agencies. Second Harvest's non-profit agencies utilize our online shopping process to order food for their pantries. Each pantry chooses food items, such as meats, cheese, yogurt, canned foods, boxed items, etc. to redistribute. The Agency then makes an appointment to come to pick up their order at Second Harvest distribution center in Manteca. Agencies can benefit from the Food Banks expanding capacity, with the ability to quickly move food in and out. Agencies have the flexibility to pick up foods that they prefer and amounts that work best in their food distributions. This differs from each agency depending on the size of the program and service area. The clients will visit the food pantries located in their city to receive food.

Project Deliverable #	Describe the Deliverable
2	people unduplicated

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

Second Harvest will measure the progress by poundage received and distributed to participants, unduplicated and duplicated individuals served, demographic breakdowns, monitoring visits, and the number of deliveries. By the end of the fiscal year, the Food Assistance Program will provide 15,000 individuals, seniors, and children 1,000,000 pounds of nutritious supplemental groceries, including fresh fruits and vegetables, through 20 non-profit agencies located in the City of Stockton

Deliverable #	Task that Support Deliverable
1	reports
1	ceres -computer tracking program for pounds

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

Second Harvest Food Bank serves people with diverse demographics backgrounds including individuals and families that are homeless, female head of household, veterans, homeless, disabled, elderly, all sexual orientations, and all races and ethnicities. Second Harvest Food Bank provides Food Assistance programs for low-income households making less than 80% of the median income, in the City of Stockton.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

Second Harvest collaborates with local food banks, food pantries, homeless service agencies, and community services. Second Harvest values the collaboration between agencies and knows that it takes many resources to help the immense need in our communities. The Food Bank is just one piece of a complex food system, feeding the need.

Second Harvest Food Bank is not a direct provider of food assistance to the public. We support the distribution efforts of local non-profit agencies that provide food pantries or feeding programs of their own. Second Harvest Food Bank utilizes its capacity to receive and transport large donations from local manufacturers, growers, and distribution centers. Second Harvest Food Bank has a truck fleet and the workforce to pick up and sort products to prepare for re-distribution. Without Second Harvest Food Bank's Food Assistance programs, local non-profit agencies would have a difficult time providing the labor and funds for direct services to those most at risk of going hungry.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

Second Harvest Food Bank's team knows the importance of keeping up with the changing face of hunger. The current dependence on food banks has shifted from an emergency response to food insecurity, to a long-term assistance resource. The Food Bank continues to stay prepared by following food insecurity trends to plan for the needs of the communities. Second Harvest has a full-time Grant Specialist to focus on securing additional program funding. Second Harvest's Director of Operations will continue to establish additional relationships with food donors to sustain the Food Assistance Program. Growth will take place when appropriate and sustainable by funding and product sourcing.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

N/A

H. ESG

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

Completed by ksalas@secondharvest.org on 1/21/2022 2:11 PM

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

I. Public Facility Project

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

Completed by ksalas@secondharvest.org on 1/21/2022 2:12 PM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

n/a

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

n/a

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

n/a

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

n/a

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

n/a

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

n/a

I.8. When will construction start and end? Provide a timeline with all critical milestones.

n/a

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

n/a

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by ksalas@secondharvest.org on 1/21/2022 2:15 PM

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

A large challenge is the future of donated food to the food bank and the unknown future of funding to be able to purchase the food necessary to support the level of increased distribution. As the effects of the pandemic continue, the food bank was required to make adjustments toward increases in capacity and storage to ensure all vital food can be stored adequately. As we move forward the biggest challenge is the possibility of having to purchase food because of the lack of food donations coming in from corporate grocers. Second Harvest has hired a second Grant Writer and Cause Marketing staff to ensure growth of funding to keep up with the growth of our distribution needs.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

Second Harvest partners with many different agencies that are located all over the City of Stockton.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless:** Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

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- Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons
- Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure
- Disaster Response:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by ksalas@secondharvest.org on 1/21/2022 2:29 PM

Case Id: 48642

Name: Second Harvest of the Greater Valley - 2022/23

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

Stockton 22-23 Budget.xlsx

Organization Operational Budgets *Required

Organization Budget 21-22.pdf

Organization Financial Statements *Required

SHGV 2021 Financial Statements Audit.pdf

Tax Status *Required

501c3 Letter of determination name change.pdf

Board of Directors Roster *Required

SHFB Board Roster 21-22 Rev. 9-22-21.pdf

Articles of Incorporation/Bylaws *Required

Corporate By Laws (SHFB).pdf

Articles of Incorporation.pdf

Conflict of Interest Statement *Required

Corporate By Laws (SHFB).pdf

Organization chart *Required

SHGV Organization Chart 6-21.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

Board Resolution Authorization for Grants Submittal 21-22.docx

Business License Number *Required

City of Stockton License 2021-2022.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

21-22 COI For City of Stockton.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Personnel Policies.pdf

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

SAM.gov - screen shot of sam.gov registration *Required

SAMS Active status.pdf

Key Program Staff Resume *Required

Key Program Staff Resume.docx

Title Report

***No files uploaded*

Optional Documents

SHGV General Quick Facts.pdf

Submit**Case Id:** 48642**Name:** Second Harvest of the Greater Valley - 2022/23**Address:** *No Address Assigned*Completed by ksalas@secondharvest.org on 1/24/2022 10:34 AM*

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Kirsten Salas

Title

Director of Grants and Programs

Date

01/21/2022

Signature

Kirsten Salas

*Electronically signed by ksalas@secondharvest.org on 1/21/2022 2:30 PM*Please download and upload the Certification page [here](#).

Certification Page ***Required**

CITY OF STOCKTON SIGNED 22-23.pdf

Program Overview

Completed by rcerezo@stmarysdiningroom.org on 12/28/2021
9:04 AM

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by rcerezo@stmarysdiningroom.org on 12/28/2021
9:09 AM

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

If using ESG funds

Emergency Shelter

B. Contact Information

Completed by rcerezo@stmarysdiningroom.org on 1/10/2022 2:48 PM

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

St. Mary's Dining Room

B.2. Mailing Address

545 W. Sonora Street Stockton, CA 95203

EXECUTIVE DIRECTOR INFORMATION

B.3. First Name

Edward

B.4. Last Name

Figueroa

B.5. Email

efigueroa@stmarysdiningroom.org

B.6. Phone Number

(209) 467-0703

POINT OF CONTACT INFORMATION

B.7. First Name

Ryan

B.8. Last Name

Cerezo

B.9. Email

rcerezo@stmarysdiningroom.org

B.10. Phone

(209) 467-0703

ORGANIZATION CONTACT INFORMATION

B.11. Website

www.stmarysdiningroom.org

B.12. DUNS Number

617,744,619

B.13. EIN Number

942,687,280

B.14. Business License Number and Expiration Date

12/31/2022

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

49

B.17. Number of Volunteers

222

C. Funding Request

Completed by rcerezo@stmarysdiningroom.org on 1/21/2022 8:43 AM

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

St. Mary's Dining Room

C.2. Project Site Location

545 W. Sonora Street Stockton, CA 95203

C.3. Funding Requested in this application

\$75,000.00

C.4. Other funds already secured for the project

\$0.00

C.5. Total Cost to Complete Project

\$3,587,000.00

C.6. Other funds not yet secured

\$0.00

D. Organization Information

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

Completed by rcerezo@stmarysdiningroom.org on 1/14/2022
12:57 PM**D. Organization Information**

Please provide the following information.

D.1. Please describe your agency's mission.

St. Mary's Dining Room responds to poverty in San Joaquin County by feeding the hungry, caring for health issues and restoring human dignity to over 700 individuals each day.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	4
Low Income (50%-80%)	19
Very Low Income (30%-50%)	112
Extremely Low Income (Less than 30%)	2,814
	2,949

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	1,722	1,166
Black/African American	803	0
Asian	73	0
Am. Indian/Alaskan Native	77	0
Native Hawaiian/Other Pacific Islander	34	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	240	0
	2,949	1,166

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	648
Female Headed Households	955
Seniors	869
Youth	152
Homeless	2,103

Printed By: Kayla Martin on 3/30/2022

1 of 2

E. Project Funds

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

Completed by rcerezo@stmarysdiningroom.org on 1/18/2022 9:05 AM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

1 of 1

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

One-time funding

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG			\$0.00		\$0.00
FY2017/18 ESG	St. Mary's Dining Room	City/County/State	\$249,116.00	Complete	\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG	St. Mary's Dining Room	City/County/State	\$91,450.00	Complete	\$0.00
FY2019/20 CDBG			\$0.00		\$0.00
FY2019/20 ESG	St. Mary's Dining Room	City/County	\$74,111.00	Complete	\$0.00
FY2020/21 CDBG			\$0.00		\$0.00
FY2020/21 ESG	St. Mary's Dining Room	City	\$45,923.00	Complete	\$0.00
FY2021/22 CDBG	HVAC Kitchen and Dining Room	County	\$50,000.00	Underway	\$18,432.00
FY2021/22 ESG	St. Mary's Dining Room	City/County	\$386,332.00	Underway	\$101,896.66

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

St. Mary's Dining Room is in the process of requesting funds from both City of Stockton and San Joaquin County for this program. We also seek other sources of funding for this program through donations and grants from businesses, corporations, service clubs and community organizations. Because of the pandemic, we have not had any fundraising events in the past 2 years. One of our goals in 2022 is to finally host an event. Seeking and obtaining bequests or legacy gifts are also a target for our organization as it is important to the long-term financial sustainability of our program.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

Just over 85% of our funding is generally provided by local community members. St. Mary's Dining Room is committed to cultivating donors who are passionate about our mission goals and objectives to serve a vulnerable population. Our pledged gift program also provides relief and is necessary to sustain our programs long-term. Volunteerism is also important to the sustainability of our organization to assist our already hard-working and dedicated staff to meet daily operation needs. If we are unable to generate necessary funding to sustain our programs, then it is imminent we would need to decrease our services to an already struggling population.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

Approximately 95% of our guests live within the city limits of Stockton, but our vital services are available to all residents who live in the San Joaquin County area.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

Yes

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

No

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the

space below.

Yes

Homeless Persons

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

Funding from the City of Stockton will be utilized strictly towards maintenance and operational needs of our many programs and services. We anticipate to expend all awarded funds through this application within one year upon acknowledgement and agreement with the City of Stockton.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

Our primary units of service are individuals who use our services. For example, an individual who has 3 meals in one day is counted as 3 units of service. We collect this data daily in both our dining room during meal services and at our clothing and hygiene center. We are also able to produce an accurate and unduplicated number of individuals utilizing our services through HMIS.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note:

“Other” refers to the unit of service in question #E.10 above.

	Total
Persons	280,000
Households	0
Other	0
	280,000

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

Our Director of Social Services continues to do street outreach weekly to homeless individuals staying in encampments, their own cars or along street sidewalks in the surrounding areas of our campus. We provide useful information to those experiencing homelessness and need access to resources such as food, showers, clothing,

medical or dental care and also case management services. But most importantly, we try to create trusting relationships with those who are not quite ready yet to seek the help. These weekly encounters hopefully build that trust so that one day, those who are hesitant can feel comfortable to ask for the help. Our Director of Social Services, and many of our other staff members are also bilingual (English/Spanish) speakers which is a valuable asset given the population we serve and are able to communicate available resources to dominantly Spanish-speaking individuals. St. Mary's Dining Room collaborates with other agencies and service providers to help promote our services throughout communities in San Joaquin County. We bring awareness of the issues surrounding homelessness and poverty to hopefully empower community members to do the same.

F. Project Impact

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

Completed by rcerezo@stmarysdiningroom.org on 1/14/2022
12:04 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	5
Low Income (50%-80%)	18
Very Low Income (30%-50%)	107
Extremely Low Income (Less than 30%)	3,014
	3,144

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	1,790	1,234
Black/African American	880	0
Asian	95	0
Am. Indian/Alaskan Native	66	0
Native Hawaiian/Other Pacific Islander	39	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	274	0
	3,144	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	866
Female Headed Households	1,060
Seniors	925
Youth	209
Homeless	2,305
	5,365

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	45	3,000	2,850
2020-2021 (Anticipated)	50	3,100	2,945
2021-2022	60	3,200	3,040
	155	9,300	8,835

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

Our ongoing program includes a Kitchen and Dining Room program, a Clothing and Hygiene Center, a Social Services (Case Management) program, a Medical Clinic and a Dental Clinic. All programs and services are offered at no-cost to our community of those struggling with issues of homeless and poverty.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

Our program helps address the complex issues of individuals and families who are experiencing homelessness and poverty. Individuals or households that live at or below the poverty line can come to St. Mary's Dining Room to get the necessary needs for themselves and their families, like healthy and nutritious meals, hot showers and clean clothing and even receive support services through our case management program, whether its in search of housing, government benefits or daily services and more. St. Mary's Dining Room provides all services at no cost to our guests, including services for the uninsured through our medical and dental clinics.

A challenge that we constantly try to tackle is being able to share our mission and the information of our services with the community through our outreach program, especially to those who are unsheltered. In just the past six months, from July 1-December 31, 2021 we have outreached to 251 unduplicated and unsheltered individuals. These individuals may either live in encampments, their personal vehicles, on the streets, or in abandoned buildings. Our community needs St. Mary's Dining Room so that all individuals experiencing homelessness, sheltered or unsheltered, can care for their daily health needs and hopefully take the next steps so that they can eventually reach greater self-sufficiency. Our outreach program is critical to our mission to inform those outside our campus gates of the available programs and services. By doing this weekly, our hope is to build a trusting relationship with these individuals so they are able to connect to services sooner than later.

G. Project Narrative

Completed by rcerezo@stmarysdiningroom.org on 1/18/2022
11:58 AM

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Our kitchen and dining room program provides three hot meals every day. Hunger and food insecurity may and will effect one's health and ability to focus. Providing our guests access to a nutritious and wholesome meal, three times a day, will ensure that struggling individuals can function at their highest ability and eliminate the pains of hunger. This program helps to ensure that guests do not decline and promotes their overall, daily health.

Both our Medical and Dental clinics offer preventative care and minimizes our guests' need for emergency services. Emergency and Medical services are costly to both individuals and families especially if they are uninsured. Our clinics offer our guests who are uninsured, a place they can seek medical and dental assistance at no cost to them. Our medical and dental clinics address both maintenance and stabilization by supporting the uninsured in our community not have a decline in their health and not worry about the costs.

Our Social Services Department provides case managers who work with our guests individually to provide necessary support in covering a range of issues associated with homelessness and poverty. We provide referrals and advocacy for individuals dealing with issues including mental health, substance abuse, medical care and more, help our guests' stability in life so they can work on other important issues at hand. Our volunteer behavioral health clinician is available to assist guests suffering from mild to moderate mental health concerns. Having a clinician available and accessible onsite allows us to give immediate attention and connect them to care in a safe and comfortable environment. Our case managers also assist in further services including but not limited to, housing, childcare, employment opportunities and accessing state benefits. Support in these areas offers our guests stabilization that is often critical in reaching greater self-sufficiency.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

St. Mary's Dining Room addresses both the daily and the long-term needs of individuals and families experiencing both homelessness and poverty each day.

The PAUL FAIRBROOK KITCHEN and FR. ALAN MCCOY DINING ROOM operates 365 days a year providing three hot meals a day to anyone in need. In 2021, St. Mary's Dining Room served 253,414 meals to the hungry in our community.

Our KARA BREWER FAMILY CLOTHING & HYGIENE CENTER, now open seven days a week, provides guests with hot showers, clean clothing, hygiene products, and baby supplies such as diapers and formula. These services support the basic hygiene health of those we serve and also brings human dignity to light that is often stripped away when one is struggling with homelessness and poverty. Individuals who neglect to care for their hygiene presents a public health issue. Our hygiene center supports the daily overall health and well-being of our community. St. Mary's Dining Room provided hygiene services to 38,689 adults and children. Hygiene is important, especially during what seems to be an endless pandemic, and can also help decrease the chances of spreading diseases caused by poor hygiene.

The VIRGIL GIANELLI M.D. MEDICAL CLINIC and our ST. RAPHAEL'S DENTAL CLINIC provides for the basic medical and dental needs of our guests. Thanks to our volunteer medical professionals through the partnership with Community Medical Center and dental professionals through the San Joaquin Dental Society, we can offer general medical care, optometry, diabetes care, chiropractic care, podiatry, dental cleanings, fillings, extractions, dentures and both medical and dental education. 2,359 patients received medical care and 664 received dental care in 2021 through St Mary's Dining Room.

The SOCIAL SERVICES program provides street outreach, case management, advocacy and referral. Our guests' lives are often complicated, accompanied by a variety of barriers that must be addressed to achieve self-sufficiency. We work with our guests to address the lack of shelter or housing, access to mainstream benefits and services, addressing legal issues, employment, mental health issues, and substance abuse. Our social services program has also expanded to include onsite behavior health care through our partnership with Community Medical Center, domestic violence support groups and a senior center designed to assist guests ages 55+.

For all services, we served an unduplicated number of 3,144 guests.

Project Activity or Program Service #	Describe the Deliverable
1	The PAUL FAIRBROOK KITCHEN and FR. ALAN MCCOY DINING ROOM provides three meals 365 days a year.
2	Our KARA BREWER FAMILY CLOTHING & HYGIENE CENTER provides hot showers, clean clothing and vital hygiene products 365 days a year.
3	Our SOCIAL SERVICES program offers case management, outreach, advocacy and referral services five days a week for individuals striving to reach greater self sufficiency.

4	The VIRGIL GIANELLI M.D. MEDICAL CLINIC and our ST. RAPHAEL'S DENTAL CLINIC provides the basic medical and dental needs of our guests. We offer general medical care, optometry, diabetes care, chiropractic care, podiatry, dental cleanings, fillings, extractions and dentures.
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G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

St. Mary's Dining Room has been serving those experiencing homelessness and the financially burdened of our community since 1955 starting as a one meal a day soup kitchen grown to three hot meals a day today. In 2000, the first permanent structures were built of our dining room and medical clinic. In 2015, we added dinner service 7 days a week to our Kitchen and Dining Room program. We have been operating our medical services for over 65 years and dental services for over 34 years.

In 2009 our Social Services program officially opened. In 2016, on-site mental health services were added to our Social Services department which provides prevention and early intervention for behavioral health care. In 2017, we opened our Guest Enrichment Center, providing care for our older adult population and providing a meeting space for a variety of support programs such as AA and domestic violence support groups. In 2018, the Housing Navigator Program was begun as a way to support individuals through the process of obtaining housing or being placed on a waiting list for housing.

Our Clothing and Hygiene Center has been providing showers, clean clothing and hygiene needs to our guests since 1996. In 2020, due to the growing concerns of the pandemic, our Clothing and Hygiene Center went from being open 5 days a week to 7 days a week. At the beginning of January 2022, we have implemented daily data collection through Homeless Management Information System (HMIS) in our dining room. Since our Dining Room attracts most of our guests daily, new and old, this will allow us to collect even more accurate information about our guests and our ability to track the services that have been provided to them.

Each year, due to the increasing needs of the community, St. Mary's Dining Room has grown and expanded our services to address fundamental needs that are constantly changing.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

For us to accomplish our mission of feeding the hungry, caring for health issues and restoring human dignity each day, we heavily look to our limited yet dedicated staff and passionate volunteers in each of our programs. Our Volunteer Manager is key to build and cultivate relationships with community members and organizations in hopes it will empower our community to volunteer. St. Mary's Dining Room is also committed to building genuine relationships through stewardship and cultivation of new and existing donors.

The more we can outreach to community members, organizations and donors (potential and current), we will bring more awareness of our programs and services so that anyone who is experiencing homelessness or struggling financially, is able to access our services if needed.

Project Deliverable #	Describe the Deliverable
1	Staff and Volunteers are critical to the daily operations of our organization. If we are not fully staffed, we need both in order to operate at full-capacity. When we operate at full-capacity,

	we are able to offer our guests the best service possible. We are fortunate to do this every day.
--	---

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

St. Mary's Dining Room measures the success of our programs and services by the goal of meeting the daily needs of each and every one of our guests that walk through our gates. Success in our Kitchen and Dining Room, Clothing and Hygiene Center and Social Services program means our ability to provide the needs of our guests each day such as a meal, a shower and/or a change of clothes, help with access to resources and referrals. In our Medical and Dental Clinics, we base our success on the amount of services we are able to provide in each clinic to the uninsured of our community. It is difficult to set a number of individuals we hope to achieve in helping because that number and the needs of our guests are always fluctuating. One individual may need a shower one day, but we may never see that person again throughout the calendar year. Whereas we have individuals who access our hygiene center and meal services daily. Our success is knowing we helped these individuals with the basic but overall important needs that every human being deserves.

Deliverable #	Task that Support Deliverable
1	Our criteria for our success is minimal. Our success is knowing we helped struggling individuals and families with essential needs that are important to their overall daily health. Our success is knowing that we helped our guests respectfully and with dignity.

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

St. Mary's Dining Room supports the basic needs of individuals and families who are struggling with homelessness and poverty. Our programs are no-barrier and have no eligibility requirements in place. In order to receive care and services, an individual or family must abide by our rules of conduct while on our campus.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

Our community is fortunate to have other programs that offer meals, mobile showers, clothing, medical and dental services to low income individuals and families. St. Mary's Dining Room offers similar services and a medical and dental clinic that offers uninsured guests services at no cost. Our Social Services program is aware and stern on not duplicating services, for example, we do not provide employment services, but we can be utilized as a referral for an individual looking for work. If there is a service that our guests are in need of and we are unable to provide it on campus, we direct them to a service or resource that can help. We also work closely and collaborate with the Emergency Food Bank, Community Medical Centers, San Joaquin Behavior Health, Stockton Shelter for the Homeless and other agencies to ensure the needs of struggling members of our community experiencing homelessness and poverty are taken care of.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

St. Mary's Dining Room is committed to donor and volunteer stewardship and cultivation of those individuals who are passionate and dedicated to our mission. This plays into our long-term financial sustainability plan by offering donors an opportunity to invest in our mission through a donor pledge program. Our over 66 years of service to our

community demonstrates the value we provide to those experiencing homelessness and poverty not only in Stockton, but county-wide.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

St. Mary's Dining Room is not aware of any direct or implied conflict of interest existing between our organization's employees or board members and the City of Stockton.

H. ESG

Completed by rcerezo@stmarysdiningroom.org on 1/21/2022 8:51 AM

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:**H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.**

Our programs are dedicated to serving struggling individuals and families with the basic and essential needs to live daily, such as food through our meal services, hot showers and clean clothing through our hygiene services and medical and dental care provided in our clinics. COVID-19 has affected many individuals and families in our community, whether it be a loss of employment that could potentially lead to an inability to pay for housing, food or medical expenses. St. Mary's Dining Room is here to serve individuals and families who have or will face these consequences. When our community is healthy, that helps mitigate the spread of the virus.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

I. Public Facility Project

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

Completed by rcerezo@stmarysdiningroom.org on 1/10/2022 2:51 PM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

N/A

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

No

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

N/A

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

Completed by rcerezo@stmarysdiningroom.org on 1/18/2022
12:32 PM

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

Much of our marketing is done through social media or by word of mouth. We try to keep the community updated on any new programs or changes through our social media accounts. We have a great following on social media but that only reaches a small fraction of our community and the chain in communication may only go so far. Before the pandemic, our primary approach to inform the community about our work is through our More than Meals Tours. These were normally held twice a month and gave us an opportunity to share the importance of our work and how we are a positive impact on the community. We feel that if community members are engaged in at least one of these tours, then support for our mission continues to grow. As critical as our More than Meals Tours are to our marketing approach, unfortunately, due to the pandemic, we were not able to host any More than Meals Tours in 2021. Our goal is to host at least one fundraising event in 2022. We have enhanced our quarterly newsletter and is also available to view digitally through our website. Our website is also currently in the process of a refresh and plans are underway to create a new promotional/informational marketing video to share with the community.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

San Joaquin Regional Transit (RTD) is accessible to and from our campus. Our Social Services department is able to provide our guests with bus passes to get to and from their necessary medical or housing appointments. St. Mary's Dining Room also utilizes health access vans and ride services.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to**

improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.

Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

Completed by rcerezo@stmarysdiningroom.org on 1/21/2022 1:34 PM

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers 'Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

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1 of 4

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

2022 Organization Budget- No Discretionary.pdf

Organization Operational Budgets *Required

Departmental Budgets - 2022.xlsx

Organization Financial Statements *Required

2020 Audit Final.pdf

Tax Status *Required

501c3 2013.pdf

Board of Directors Roster *Required

2022 Board List.pdf

Articles of Incorporation/Bylaws *Required

Articles of Incorporation.pdf

Conflict of Interest Statement *Required

Conflict of Interest Policy.pdf

Organization chart *Required

Org. Chart 2022.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

Authorized CEO Board Resolution 0820.pdf

Business License Number *Required

doc20736120220121133019.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

2021 Certificate of Liability Insurance - City of Stockton.pdf

doc20736220220121133040.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Personnel Policies.pdf

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

SAM.gov - screen shot of sam.gov registration ***Required**

SAM.gov Screen Shot 022221.pdf

Key Program Staff Resume ***Required**

Georgie Nguyen Resume for Grant.pdf
doc20734120220121095728.pdf

Title Report

***No files uploaded*

Optional Documents

***No files uploaded*

Submit

Completed by rcerezo@stmarysdiningroom.org on 1/21/2022 1:35 PM

Case Id: 48544

Name: St. Mary's Dining Room - 2022/23

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Edward Figueroa

Title

CEO

Date

01/21/2022

Signature

Edward Figueroa

Electronically signed by rcerezo@stmarysdiningroom.org on 1/21/2022 1:35 PM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

Authorized Signatory 22-23.pdf

Program Overview

Completed by ceo@stocktonshelter.org on 1/23/2022 1:35 PM

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by ceo@stocktonshelter.org on 1/23/2022 1:38 PM

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

If using ESG funds

Emergency Shelter

B. Contact Information

Completed by ceo@stocktonshelter.org on 1/23/2022 1:40 PM

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Stockton Shelter for the Homeless

B.2. Mailing Address

411 S. Harrison St 611 W. Church Street Stockton c, CA 95203

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

JoLyn

B.4. Last Name

McMillan

B.5. Email

ceo@stocktonshelter.org

B.6. Phone Number

(209) 465-3612

POINT OF CONTACT INFORMATION**B.7. First Name**

JoLyn

B.8. Last Name

McMillan

B.9. Email

ceo@stocktonshelter.org

B.10. Phone

(209) 465-3612

ORGANIZATION CONTACT INFORMATION**B.11. Website**

www.stocktonshelterforthehomeless.com

B.12. DUNS Number

188,171,904

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B.13. EIN Number

680,095,693

B.14. Business License Number and Expiration Date

Stockton Shelter for the Homeless

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

46

B.17. Number of Volunteers

27

C. Funding Request

Completed by ceo@stocktonshelter.org on 1/23/2022 1:41 PM

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Emergency Shelter Program

C.2. Project Site Location

411 S. Harrison St 611 W. Church Street Stockton , CA 95203

C.3. Funding Requested in this application

\$200,000.00

C.4. Other funds already secured for the project

\$0.00

C.5. Total Cost to Complete Project

\$600,000.00

C.6. Other funds not yet secured

\$400,000.00

D. Organization Information

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

Completed by ceo@stocktonshelter.org on 1/23/2022 1:50 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

With support from our community, Stockton Shelter for the Homeless compassionately addresses the needs of homeless individuals and families by providing safe shelter, basic necessities and a structured opportunity to regain self-sufficiency.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	6
Low Income (50%-80%)	498
Very Low Income (30%-50%)	378
Extremely Low Income (Less than 30%)	1,298
	2,180

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	1,163	0
Black/African American	725	0
Asian	53	0
Am. Indian/Alaskan Native	25	0
Native Hawaiian/Other Pacific Islander	41	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	173	0
	2,180	0

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	566
Female Headed Households	134
Seniors	305
Youth	378
Homeless	2,180

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1 of 2

E. Project Funds**Case Id:** 48654**Name:** Stockton Shelter for the Homeless - 2022/23

Completed by ceo@stocktonshelter.org on 1/24/2022 1:05 PM

Address: *No Address Assigned**E. Project Funds**

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

1 of 1

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	Shelter Operations	City	\$90,000.00	Complete	\$0.00
FY2017/18 ESG	Shelter Operations	City, County, State	\$149,109.00	Complete	\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG	Shelter Operations	City, County, State	\$63,669.00	Complete	\$0.00
FY2019/20 CDBG	Workforce Development	City	\$135,000.00	Renegotiated	\$0.00
FY2019/20 ESG	Shelter Operations	City, County	\$83,645.00	Complete	\$0.00
FY2020/21 CDBG	Shelter Operations	City, County	\$304,315.00	consolidated contract for city underway	\$109.00
FY2020/21 ESG	Shelter Operations	City, County, State	\$93,495.00	Complete	\$0.00
FY2021/22 CDBG	Shelter Operations	City, County	\$350,000.00	County contract pending, underway	\$0.00

FY2021/22 ESG	Shelter Operations	City, County	\$56,905.00	City contract pending, underway	\$0.00
---------------	--------------------	--------------	-------------	---------------------------------	--------

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

SSH is requesting, and typically receives, additional ESG funding from San Joaquin County. SSH receives funding from private donors, foundations FEMA, SAMHSA and the annual Festival of International Cuisine fundraiser. We do not currently have any letters of commitment for this project.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

Stockton Shelter for the Homeless has served San Joaquin County's homeless population since 1987. Due to the County's dire need, there is no doubt that SSH will continue to serve the community in one capacity or another in the years to come. However, without ESG funding, the organization's operational capacity will be impacted. Operations would have to be scaled back. The degree to which is undetermined. The numbers of individuals served would still be tracked using HMIS.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

SSH serves the entire city of Stockton

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

No

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Homeless

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

Funds will be used to help SSH offset the costs of running the largest low-barrier shelter in Northern California. Costs include utilities, supplies, maintenance and repairs and insurance.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

Units of service are defined as homeless men, women and children who come to SSH for services.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	2,200
Households	0
Other	0
	2,200

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

SSH case managers and intake specialists partner with Stockton Police Department and professionals from other organizations that work with the homeless to form teams to outreach to individuals living on the streets and in encampments to offer shelter and other supportive services such as health care, substance abuse and mental health counselling. SSH staff regularly attend resource fairs where booths are held to raise public awareness of the services the Shelter offers. This allows the Shelter staff to network with other agencies and expand services offered at the Shelter. Upon completion of the new Navigation Center, there will be a single location for homeless and service providers to come together under one roof

F. Project Impact

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

Completed by ceo@stocktonshelter.org on 1/23/2022 2:23 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	5
Low Income (50%-80%)	25
Very Low Income (30%-50%)	250
Extremely Low Income (Less than 30%)	1,920
	2,200

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	1,150	0
Black/African American	750	0
Asian	50	0
Am. Indian/Alaskan Native	15	0
Native Hawaiian/Other Pacific Islander	25	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	210	0
	2,200	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	550
Female Headed Households	150
Seniors	300
Youth	300
Homeless	2,200
	3,500

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	300	2,180	2,000
2020-2021 (Anticipated)	300	2,180	2,000
2021-2022	300	2,200	2,000
	900	6,560	6,000

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

SSH will continue to operate as Stockton and San Joaquin County's only truly low barrier shelter, providing a safe place for homeless men, women and families to live while receiving case management and other services in an effort to regain self-sufficiency. In addition to the Men's, Women's and Family shelters, SSH will continue to operate a Veteran's program and Housing Opportunities for People With AIDS (HOPWA) program

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

Stockton Shelter is the only 100% low barrier shelter in the city. The city and state have identified our services as essential and we are not allowed to close during the pandemic. The shelter desperately needs funding to keep programs open and running at full capacity.

G. Project Narrative

Completed by ceo@stocktonshelter.org on 1/23/2022 2:48 PM

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Transition – Many of our clients come to us with mental health and/or substance abuse issues. By working with a case manager utilizing a harm reduction model, they are able to taper off the drugs or alcohol and work towards stabilizing their situation. For some, this means leaving the shelter and entering a program. For others, they have regular appointments with a behavioral health clinician or substance abuse counselor to address the underlying issues that may have led to their current situation.

Stabilization – Once the client reduces or stops their substance use or begins to take medications for their mental health issues, they become stable and can then begin working towards bettering their situation. This includes ongoing visits with their case manager, behavioral health or substance abuse professional, volunteering at the Shelter or next door at

St. Mary's Dining Room and applying for benefits to which they may be entitled.

Self-sufficiency – When a client is stable on medications and no longer spending all of their limited income to feed their substance abuse issues, they can work to regain self-sufficiency. Clients continue to work with their case manager and participate in money management to build a savings account. They look for work, if they are able, or obtain SSI or other

benefits to which they are entitled. They work on paying back creditors and improving their credit scores so that they will be able to move out of the shelter and into their own place.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the

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1 of 5

average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

Stockton Shelter for the Homeless (SSH) "Emergency Shelter Program" focuses on providing temporary emergency shelter, food, clothing, bedding and personal hygiene items. Case management for single women and families provides mental health and substance abuse referrals, assistance with job and housing placement and referrals to other needed services in the community. For our single men, we have a case manager who is focused on assisting with obtaining benefits to which they are entitled, mental health and substance abuse referrals and identifies landlords and property owners who are willing to accept our homeless men as residents. SSH is the largest emergency homeless shelter and the only exclusively low-barrier shelter in San Joaquin County and one of the largest shelters in California. In 2021, we provided services to over 2180 unduplicated individuals, including over 300 children.

In 2020, SSH was forced to change the way we performed our services. The COVID-19 pandemic stretched our resources, both in terms of supplies and personnel. The Shelter had to find a way to keep individuals and families safe while continuing to provide maximum service to the community.

As the pandemic continued into the summer and then the fall of 2020, SSH became the last stop for high-risk homeless individuals before entering Project Roomkey. SSH staff put all the belongings of every new resident of the Motel 6 in our "hotbox" to eradicate bedbugs. The Shelter also served as the meeting point for the transport vans that took the high

risk individuals to the motel. The staff have helped coordinate over a dozen mass COVID testing events on our campus to keep the Shelter staff and the both the sheltered and unsheltered homeless safe from infection. Throughout the pandemic, all new residents to the Shelter, those who are not part of the daily check-ins, are tested for COVID-19. They are isolated from the main population until their test results are returned. The shelter has remained open with only two minor outbreaks in the men's shelter and until January, 2022, no outbreaks in the family shelter.

In addition to the changes COVID-19 brought to SSH, the agency took possession of 9 RV's on loan from the City of Stockton from the State of California's fleet. Seven of the trailers are used to house families who are preparing to move out to their permanent housing. Two of the trailers are housing participants of our Pets and Partners program. This program allows the Shelter to provide temporary housing for homeless individuals with pets and couples without children, two segments of the homeless population that are underserved in our County. Additionally in January 2021 we opened the City's only low barrier women's shelter to meet a completely unmet need in Stockton.

By the end of 2022, SSH will have completed construction on the Men's Expansion, adding over 180 beds to our capacity, and a Navigation Center. Our Navigation Center will offer a wide spectrum of services that included case management, medical care, mental health and substance abuse screening, access to appropriate treatment, public benefits and employment resources, and most importantly, assistance to finding appropriate and available housing. In total, we expect that 1,000 people will have received services through the Navigation Center and expansion by the end of 2023.

Project Activity or Program Service #	Describe the Deliverable
1	Shelter At Capacity

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

After many attempts by multiple different organizations over the years, a group of philanthropic business and government professionals succeeded in generating enough support from the community to establish the Stockton

Shelter for the Homeless in 1987. Initially focusing on emergency shelter for single men, SSH's programs quickly expanded to meet the needs of single women and families. This included case management and referrals, meal service and transitional housing programs. In 1993, Stockton Family Shelter was in danger of closing its doors. So, it was moved from the Confucius Building on Lafayette Street to our main campus. In the last 34 years, SSH has grown to become the largest emergency shelter in the region and among the largest in the state.

In partnership with San Joaquin County Public Health Department, SSH has operated a transitional housing program for the homeless living with HIV/AIDS since 1993. The program was unique to San Joaquin County. Though it began as a 12-bed group home for single men and women, which is still the centerpiece of our services for this population, the program has grown tremendously. Eventually, the federal government would come to fund the program through the Department of Housing and Urban Development's Housing Opportunities for People with AIDS (HOPWA). Since 2000, SSH has added five 2-bedroom condominiums and a 3-bedroom home, greatly expanding our capacity to offer shelter for homeless families with one or more members living with HIV/AIDS.

Since 2010, we have operated a transitional housing program for homeless, single, male veterans through a contract with the Department of Veterans Affairs. This program currently has a 14-bed capacity and is housed in a separate annex within the Men's Shelter. Veterans participating in this program live full-time at the Shelter with access to laundry facilities and receive comprehensive case management services.

In 2020, SSH applied for HHAP funding from the City of Stockton, San Joaquin County and the Continuum of Care. Nearly \$4.5 million was awarded for the expansion of the Men's Center and the new Navigation Center, along with over \$642,000 for rapid re-housing, case management and outreach services.

In January 2021 the Shelter opened the city's only low barrier women's shelter, serving a previously underserved population. It currently operates over its 22 bed capacity.

Since the start of the pandemic, SSH has implemented a program of cleaning and sanitation, mask and hand sanitizer distribution and enforcing social distancing among the residents of the shelter through CARES and other funding sources.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

Ongoing maintenance is performed by the Shelter's two full-time maintenance team, supplemented by the Assistant Operations Manager and volunteers. Supervising this team is the CEO. Case managers for the Family Shelter are supervised by the Family Shelter Manager. The Men's case manager is supervised by the CEO

Project Deliverable #	Describe the Deliverable
1	Shelter at Capacity

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

Success is measured by our ability to keep every bed and room operational through ongoing repairs or replacement of worn out equipment. Being able to continue to operate at or above capacity every day of the year marks achieved effectiveness.

Deliverable #	Task that Support Deliverable
1	Shelter at capacity

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

From its inception, SSH has chosen to serve a wide range of homeless populations living in our region, rather than focusing on specific groups to the exclusion of others. SSH does not discriminate based on age, gender identification, transgender status, sexual orientation, marital/pregnancy status, religious affiliation or lack thereof, state of sobriety or mental health diagnosis. Clients with a violent criminal history may be denied admittance to the Family Shelter as protection for the many children residing here. However, a criminal background does not necessarily restrict admittance to the Men's Shelter. The only other restrictions placed on entry into the Shelter is the ability to ambulate and complete activities of daily living without assistance (i.e. eating, bathing, dressing and continence management) as SSH is not equipped to provide assisted living, and the presents of pets. At this time we do not have facilities for the large scale sheltering of pets. However, in 2020, we began a small pilot program that now shelters four individuals and three animals. Because there are so few restrictions on admittance the Shelter, we serve over 43% of the county's sheltered homeless.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

As the largest low barrier emergency homeless shelter in San Joaquin County, SSH provides a critical service for the entire region by keeping homeless families and individuals safe and off the streets. SSH serves thousands of homeless individuals annually.

SSH is a first responder to our community's homeless crisis. No other organization in the area is equipped or prepared to address the volume of homeless individuals that SSH serves every day. SSH is the only truly low-barrier homeless shelter in San Joaquin County. Other organizations that serve the homeless do so for only certain segments of the homeless population. SSH accepts all individuals and families seeking emergency shelter regardless of race, color, religious affiliation, gender identity, sexual orientation, marital and/or pregnancy status, veteran status, income, sobriety or mental health diagnosis.

SSH adheres to the "Housing First" model, meaning that we do not test for drugs or alcohol as a condition of acceptance to the shelter. As stated on the SJCOG website, "Starting with the establishment of the United States Interagency Council on Homelessness in 2004 under the George W. Bush Administration, "Housing First" has become one of the guiding principles of effectively reducing homelessness. Since then, hundreds of jurisdictions across the US, including the Federal Government, State of California, County of San Joaquin, City of Stockton and City of Lodi have all adopted "Housing First" strategies which in part require programs to demonstrate that they are not placing sobriety requirements on participants as a condition of receiving housing and services in order to acquire grant funds. In particular, the State of California has enacted extensive legislation which set requirements for housing programs under "Housing First"." SSH is the only low barrier shelter in San Joaquin County adhering to the "Housing First" model in 100% of our programs. Health experts are optimistic that the new COVID-19 vaccines will stem the tide of infections and deaths related to the disease. However, they are clear in their assessment that the virus, in one form or another, is here to stay. With

that in mind, SSH must make permanent many of the changes we adopted in 2020 to safeguard our residents, staff and volunteers. This requires additional staffing, supplies and equipment necessary to keep our Shelter safe.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

SSH requests and receives additional ESG and CDBG funding from City of Stockton and San Joaquin County. SSH also receives funding from private donors, Festival of International Cuisine fundraiser, private foundations, SAMHSA and FEMA to assist with the costs associated with the Emergency Shelter Program. Depending on the amount of ESG funding granted, we may need to scale down shelter operations. We do not have any commitment letters for this project currently.

SSH actively researches and applies for alternative funding sources (i.e. private foundations, government grants, etc.). Each month a newsletter is sent out to approximately 4,000 residences and businesses, keeping them apprised of shelter activities and needs, while soliciting support. SSH also uses social media and its website to stay connected to the public. The organization has a diverse donor base and continually seeks ways to expand. Further, every year, the Festival of International Cuisine fundraiser is held, bringing in over \$100,000. The event also increases the organization's public profile and raises awareness of the issue of homelessness in our community.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

N/A

H. ESG

Completed by ceo@stocktonshelter.org on 1/23/2022 2:55 PM

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

350

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

Once every hour, SSH staff clean and sanitize hard surfaces of the shelter, such as door knobs, hand rails, counters and bathrooms. Each morning, all beds, including mattresses, and the space around each bed is sanitized. Throughout the day, masks and hand sanitizer are distributed to all residents, staff and guests. Maintain staffing levels to ensure these activities are maintained is critical to the health and safety of the shelter.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

Completed by ceo@stocktonshelter.org on 1/23/2022 2:59 PM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

N/A

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

N/A

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

Stockton Shelter for the Homeless has served San Joaquin County's homeless population since 1987. Due to the County's dire need, there is no doubt that SSH will continue to serve the community in one capacity or another in the years to come. However, without ESG funding, the organization's operational capacity will be impacted. Operations would have to be scaled back. The degree to which is undetermined. The numbers of individuals served would still be tracked using HMIS.

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	5	0	0	0.00 %

J. Policy Consistency

Completed by ceo@stocktonshelter.org on 1/23/2022 3:01 PM

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

SSH will continue to fundraise through special events, direct mailings and social media, we well as applying for grants from private foundations and corporations.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

SSH is located on public transportation lines. In addition, we receive numerous donations of bus passes every year for our clients' use.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**
- Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.**
- Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and**

moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by ceo@stocktonshelter.org on 1/24/2022 1:05 PM

Case Id: 48654

Name: Stockton Shelter for the Homeless - 2022/23

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

City ESG Budget 22-23.xlsx

Organization Operational Budgets *Required

Final BUDGET 2021 - 2022.xlsx

Organization Financial Statements *Required

2019 audit.pdf

Tax Status *Required

501c3.pdf

Board of Directors Roster *Required

Board Roster_2022.docx

Articles of Incorporation/Bylaws *Required

Bylaws Amended FINAL 1-9-22.pdf

Conflict of Interest Statement *Required

conflict-of-interest-form.pdf

Organization chart *Required

ORG CHART_2022.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

Authorized Signatory.pdf

Business License Number *Required

Business License_2022.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

Certificate of Liability Insurance.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Stockton Shelter Employee Handbook (Revision) 4.2.21.docx

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

Printed By: Kayla Martin on 3/30/2022

SAM.gov - screen shot of sam.gov registration *Required

SAM Screenshot.png

Key Program Staff Resume *Required

JoLyn McMillan_Resume.pdf

Title Report

***No files uploaded*

Optional Documents

***No files uploaded*

Submit**Case Id:** 48654**Name:** Stockton Shelter for the Homeless - 2022/23**Address:** *No Address Assigned*Completed by ceo@stocktonshelter.org on 1/24/2022 1:05 PM*

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

JoLyn McMillan

Title

CEO

Date

01/24/2022

Signature

JoLyn McMillan

*Electronically signed by ceo@stocktonshelter.org on 1/24/2022 1:05 PM*Please download and upload the Certification page [here](#).

Certification Page ***Required**

Authorized Signatory.pdf

Program Overview

Completed by tnewcomb@nochildabuse.org on 12/27/2021 9:30 AM

Case Id: 48540
Name: SJC CASA 22.23 - 2022/23
Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
 Emergency Solutions Grant (ESG) Program
 For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

Completed by tnewcomb@nochildabuse.org on 12/27/2021 11:36 AM

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

Case Id: 48540
Name: SJC CASA 22.23 - 2022/23
Address: *No Address Assigned

Completed by tnewcomb@nochildabuse.org on 12/28/2021 1:37 PM

B. Contact Information

Please provide the following information.

B.1. Organization Name

The Child Abuse Prevention Council

B.2. Mailing Address

PO Box 1257 Stockton, CA 95201

EXECUTIVE DIRECTOR INFORMATION

B.3. First Name

Lindy

B.4. Last Name

Turner-Hardin

B.5. Email

lturner@nochildabuse.org

B.6. Phone Number

(209) 644-5311

POINT OF CONTACT INFORMATION

B.7. First Name

Jami

B.8. Last Name

Alexander

B.9. Email

jalexander@nochildabuse.org

B.10. Phone

(209) 851-3486

ORGANIZATION CONTACT INFORMATION

B.11. Website

nochildabuse.org

B.12. DUNS Number

49,819,613

B.13. EIN Number

942,497,046

B.14. Business License Number and Expiration Date

22-00123602, 7/31/2022

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

178

B.17. Number of Volunteers

150

C. Funding Request

Completed by tnewcomb@nochildabuse.org on 1/24/2022 7:31 AM

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

CASA Growth Plan

C.2. Project Site Location

127 N Sutter Street 2nd Floor Stockton , CA 95202

C.3. Funding Requested in this application

\$75,000.00

C.4. Other funds already secured for the project

\$0.00

C.5. Total Cost to Complete Project

\$115,000.00

C.6. Other funds not yet secured

\$40,000.00

D. Organization Information

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

Completed by tnewcomb@nochildabuse.org on 12/28/2021 2:20 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

The Child Abuse Prevention Council protects children and strengthens families through awareness and outcome driven programs delivered with compassion.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	6,878
	6,878

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	4,495	2,385
Black/African American	585	0
Asian	1,052	0
Am. Indian/Alaskan Native	156	0
Native Hawaiian/Other Pacific Islander	0	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	590	0
	6,878	2,385

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	0
Seniors	0
Youth	0
Homeless	0

E. Project Funds

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

Completed by tnewcomb@nochildabuse.org on 1/5/2022 12:07 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

1 of 1

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

NA

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG			\$0.00		\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG	CASA Growth Plan		\$50,000.00	complete	\$0.00
FY2019/20 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

At this time there are no other proposed funding streams. Currently we are in year 2 of a grant from National CASA which ends June 2022. If those funds are made available again we will submit a request.

The Court Appointed Special Advocate Program (CASA) is a program under the umbrella of the Child Abuse Prevention Council (CAPC). The CASA program works with dependent youth in the foster care system. In order to meet the needs of the 1700 children in foster care that reside in San Joaquin County, the CAPC has initiated a capital campaign/growth plan, CASA: Change a Child's Story.

The CASA Growth Plan started February 2020 as a 5 year campaign to increase youth served by the CASA program by 20%. This hefty growth plan was scheduled to launch in the community March of 2020 with a large media campaign. Shortly after billboards and bus awareness ads were placed out and around the community, Covid hit with a vengeance. One year later we altered the plan to add a 6th year to makeup for the losses caused by Covid. At this time, we continue to monitor the trends of the disease and the impact on the CASA growth plan. We are determined to move forward with growth in the CASA program which means more youth in foster care served. The CASA Development Committee, which was created to oversee the philanthropic campaign, continues to move forward and are exploring new partnerships in grant identification and application to further support the staffing growth required to achieve our goals. Additionally, as we watch the struggle with other non profits, as well as other CASA programs around the country, we are happy to share that we continue to serve youth and continue to move trend upwards in number of youth served. The CAPC board also is committed to raise money for this program.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

If the program is not funded, fewer foster youth will receive advocacy services, increasing youth's risk of homelessness, teen pregnancy, and unemployment. CASA would be able to sustain at current capacity with no further funding. Our identified CASA growth plan will allow us to serve 150 youth by the end of this 2023 grant period. Any funds received will assist in the growth of the program. CASA currently receives limited funds from the Judicial Council of California, Office of Emergency Services, SJC Human Services Agency and Title IV-E. The funding is capped, not based on number of youth served. The CAPC believes CASA services are critical to the safety and well-being of our children, therefore currently subsidizes the short fall of funds through philanthropic fundraising and grants.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

The Child Abuse Prevention Council / CASA Program offers services to children and families throughout San Joaquin County. Foster youth placements fluctuate; however, the many of children are from, and placed in, Stockton. Of the County's 1700 foster youth, approximately 700 are residents of Stockton.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

No

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

CASA serves dependent youth of the foster care system (abused children).

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

A minimum of 4 classes a year will be offered. A minimum of 50 community members will be trained with an 85% graduation rate of 42 individuals being sworn in to be matched with a youth in foster care.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	50
Households	0
Other	0
	50

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

CASA staff complete regular outreach/trainings to Social Workers, Attorneys, Judges and other community agencies throughout the year regarding the benefits and positive outcomes that youth achieve when assigned to a CASA

volunteer. Volunteers spend an average of 2 hours per week with their youth, mentoring, advocating and teaching basic life and independent living skills.

F. Project Impact

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

Completed by tnewcomb@nochildabuse.org on 12/27/2021 1:00 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	150
	150

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	90	55
Black/African American	33	0
Asian	1	0
Am. Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	1	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	25	0
	150	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	0
Seniors	0
Youth	50
Homeless	0
	50

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	90	120	50
2020-2021 (Anticipated)	90	150	50
	180	270	100

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

The Child Abuse Prevention Council (CAPC) aims to increase the number of Court Appointed Special Advocates (CASA) volunteers to support the growing number of Stockton children in foster care who have been removed from their homes due to abuse and neglect. Funding requested will be used to fund a Recruiter/Trainer position that will recruit and train more CASA volunteers, developing the CAPC's capacity to serve 150 youth in foster care.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

The County Needs Assessment ranked child abuse among the top 5 priority health needs. Participants in the County wide survey ranked the three primary causes of child abuse and neglect as poverty, drug abuse and the lack of services. Focus groups concurred with these opinions and identified unemployment, the rising poverty rate, shrinking community services, and accessibility to services as the primary obstacles to family stability and reunification.

In San Joaquin County, 2 children enter foster care a day due to abuse or neglect. Currently, we have 1700 children in our foster care system with CASA serving only 6%. Statistics tell us that:

- 50% of foster children will not graduate from high school
- 1 in 5 foster youth will be homeless after age 18
- Only 50% of foster youth are employed by the age of 24
- 71% of young women who were in foster care will be pregnant by age 21

As evidenced by the statistics above, youth in foster care may become a pipeline into homelessness, unemployment and other adversities which further strain community services. As a City we must start investing in prevention. The SJC CASA growth plan will allow us to serve 20% of our foster youth over the next 6 years.

Dynamic and creative community engagement planning is the foundation for successful recruitment of volunteers, education and funding. Your funding will support the CASA program as a solution that will not only strengthen and enhance our community, but improve the likelihood of positive life outcomes for the children and youth affected by abuse and neglect.

G. Project Narrative

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

Completed by tnewcomb@nochildabuse.org on 1/24/2022 7:35 AM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges**
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse**
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.**
- MAINTENANCE - Helps to ensure that clients do not decline, etc.**
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service**
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation**

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Many states/counties are turning their focus toward prevention efforts within foster care. Statistics illustrate an unfortunate reality that the foster care system provides a clear a pipeline for illiteracy, unemployment and homelessness. In San Joaquin County alone, we have over 1700 children in our foster care system; based on data trends - we know that 50% will not graduate from high school. Imagine for a second the impact that dropping 850 kids into Stockton with no education will have on our community! Undoubtedly, the homeless population would rise, as would unemployment, and it is highly likely that gang participation and violence would also increase.

CASA volunteers provide PREVENTION in many ways. They are a strong advocates in education, and many of our volunteers hold the educational rights of their foster youth: attending IEPs, CFTs, and holding educational institutions accountable by ensuring the educational rights of our youth are delivered and maintained. CASA youth have higher rates of graduation and higher rates of college attendance than foster youth who do not have a CASA volunteer. With higher rates of high school and college graduation, Youth who have CASA volunteers have better opportunities for employment, which provides opportunity for them to achieve stable housing.

A CASA volunteer is a sworn officer of the court, appointed by a juvenile court judge to advocate for children who are living in foster care as a result of abuse or neglect. State caseworkers are very busy and usually have an overload of cases, leaving them unable to attend to each individual child with the necessary care and attention required for their needs. The CASA program ensures that someone is looking out for the best interest of each individual child; we know that each child is one caring adult away from a successful future. Each CASA volunteer spends several hours a month with a youth he or she has been assigned. The CASA volunteer is a stable adult, mentor, and – in most cases – the only person who is not paid to be in a child’s life. The earlier the INTERVENTION of a CASA volunteer in a foster child’s life,

the more opportunities they will have to address the child's trauma and provide a stable, loving relationship that can serve as the essential foundation for healthy relationships across their lifetime.

CASA volunteers take an active role in STABILITY by helping identify permanency options. The CASA volunteer advocates and supports the child's journey through the foster care system by identifying permanent living arrangements, rather than simply allowing the youth to age out of the system. Many CASA volunteers stay with their youth until the end of their dependency case which provides them with a stable, positive, and caring individual who helps with healing from trauma, increases motivation and helps address mental health issues. Research shows that this stability increases high school graduation rates, employment options and strengthens our community.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

The Court Appointed Special Advocates (CASA) program at CAPC began in 2003 and targets our community's most vulnerable children. Currently there are over 1,700 children in San Joaquin County's Foster Care System. Most children are removed due to extreme physical, sexual, and emotional abuse as well as general and medical neglect. About 85% of these families have severe drug addictions and domestic violence as a component of the abuse they inflict on their children.

The decision around who cares for a child that is removed from parental custody rests with the Dependency Judge of the San Joaquin County Superior Court. During this often-lengthy process, the CASA volunteers, advocate for the foster child, with the intent of finding a permanent home for the child as quickly as possible.

These volunteers are sworn in as Officers of the Court and perform as independent investigators for the Dependency Court Judge. CASA volunteers undergo extensive background checks, followed by 30+ hours of classroom training, and many hours of homework and personal research. This training equips them with the skills and tools needed to collect detailed information about their assigned child by interviewing parents, teachers, counselors, probation officers, family members and the child to determine the child's needs.

All CASA volunteers are supported in their efforts by a CAPC Case Manager who provides professional staff support to CASA volunteers, ensuring that children involved with the CASA program receive sound advocacy and early permanency planning. The Case Manager also provides overall volunteer supervision and coordination of case assignments.

CASA volunteers spend an average of 6 hours per month/70+ hours per year with the youth, role modeling basic life skills, providing mentorship and advocacy as well as assisting with permanency. One of the overall goals of the CASA volunteer is to help children in foster care develop placement stability and successful permanency, through reunification, guardianship, adoption or another form of life-long connections, commitment and support.

While the main CASA office is open Monday-Friday 8 am -5 pm, CASA volunteers tend to spend time with their youth in the evenings or weekends. CASA volunteers also attend court and school meetings as well as social service appointments which may fall within the regular work week. The CASA program also hosts evening and weekend activities open to all the CASA youth and their volunteers such as holiday parties, social events like swimming and roller skating and educational nights like resume writing.

The CASA program works! We know that children who have experienced abuse and neglect fare better with a CASA volunteer by their side. Studies have shown that children with CASAs:

- ☑ Are more likely to find a safe permanent home
- ☑ Are more likely to succeed in school
- ☑ Are half as likely to re-enter foster care

Successful funding for the CASA program provides community education, recruitment and the necessary training for new advocates needed to serve our proposed increase in youth. The new advocate trainings will prepare the new CASA volunteer with skills and insight into the unique needs of foster youth so they can effectively advocate for them. This also ensures they are distinctively positioned to support their foster youth in advocating for the needs that, if unaddressed, would cause challenges in their relationships with foster families, schools and peers.

Program is ongoing with no specific start or end date. Services are continuous.

Project Activity or Program Service #	Describe the Deliverable
1	The Trainer will deliver a minimum of 4 classes per year providing the CASA curriculum. Graduates will be sworn in and assigned a CASA youth within 2 weeks.

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

The mission of the San Joaquin County Child Abuse Prevention Council (CAPC) is to eliminate child abuse and neglect through prevention, intervention and education. CAPC has been in operation since 1978. Operating Monday through Friday 8-5pm with afterhours appointments available. The CAPC operates out of two main administrative locations in downtown Stockton and provides services county-wide through 23 off site locations, employing over 175 staff. Our programs are free, confidential, outcome-driven, and always delivered with compassion. Services are available in English and Spanish and available to other non-English speaking clients with the help of translation services. We serve anyone in crisis regardless of income, age, gender, ethnicity, physical or mental challenges, religion, or sexual orientation.

The Child Abuse Prevention Council offers direct services under three Departments:

1. Early Education,
2. Family Strengthening, and
3. Clinical Services.

Governed by a 12-member Board of Directors and under the management of a seasoned team of social service professionals, the CAPC is fiscally strong, with a \$20 million budget in the current fiscal year, reflecting a combination of federal, state, local governments, private foundations, businesses, and individuals, as well as the United Way and other philanthropic organizations. CAPC is audited annually and is fiscally and programmatically compliant. CAPC's administrative functions are supported primarily by undesignated donations and special event fundraising, with only a small portion (10%) supported by direct service contracts.

The Executive Director reports to the Board and leads a diverse team of highly qualified and committed directors with varying Bachelors and/or Masters degrees in Marriage & Family Therapy, Social work, and Early Childhood Education. Program oversight is provided by the Program Director (PD) who oversees and supports all CAPC programs and

assures programmatic compliance. The PD is the supervisor of the Director of Family Services.

The CASA program is in the CAPCs Family Services Department. The Family Services Department is managed by a team comprised currently of a Director and three Program Managers with over 40 years of combined social service experience. Contract compliance is assured by the Program Director and Family Services Director. Monthly managers meetings (with Board representation) are convened to discuss progress, monitor compliance with regard to contract outcomes, and to collaborate to correct any factors that may need immediate attention to ensure that program requirements are being met. The Family Services Director also facilitates the monthly San Joaquin Child Abuse and Neglect meeting (SCAN) and attends the monthly Child Death Review Team meetings as well as the Fetal Infant Mortality Rate meeting.

Our multi-lingual CASA team consists of the program manager, 4 case workers and the Recruiter/Trainer. The team holds various certifications on topics including: trauma informed practices, therapy for children with attachment related concerns, engagement skills for Transitional Age Youth, Strengthening Families and Protective Factors, various parent education curricula and ongoing trainings in providing crisis-intervention and prevention services to children and families. All CAPC staff are required to regularly train in the areas of signs and symptoms of child abuse, mandated reporting laws, child development, Domestic Violence, cultural competency, vicarious trauma and maintenance of professional boundaries

G.5. Explain how your agency will implement this program/project and what staff will administer the activities.

How will clients access the program/project?

The CASA Program is implemented through the Family Services Department under the umbrella of the Child Abuse Prevention Council and supervised by a Program Manager. The first step of implementation is recruiting and training volunteers. This aggressive recruitment campaign is done by the recruiter/ trainer through outreach, speaking engagements and social media campaigns.

Once volunteers are identified they will attend 30 hours of training receiving the National CASA curriculum. Topics in the curriculum include; courtroom procedures, cultural awareness, adverse childhood experiences and toxic stress, family finding and advocating the special needs of abused and neglected children. The culmination of the initial training is the swearing-in ceremony with the Juvenile Court Judges where CASA volunteers become sworn officers of the Court. We encourage people from all backgrounds and professions to join our volunteer program.

Youth are formally referred to the program via the dependency Judge. Once the youth is matched with the CASA volunteer, the volunteer engages with the child and the stakeholders in their life—parents, family members, social workers, school officials, health providers and anyone else knowledgeable about the child’s history. The CASA volunteer also reviews all records pertaining to the child—school, medical and caseworker reports, and other documents. CASA volunteers advocate for the child’s best interest in the outcome of their case as well as to ensuring their needs are met while they in the foster care system. Each case is as unique as the child involved. What we do know is that this connection can change the trajectory of a foster child’s life.

The CASA volunteer then provides a judge with a carefully researched background of the child to help the court make sound decisions about the child’s future. The CASA makes recommendations to the judge on placement and services so that every child can have a safe, permanent home and the opportunity to thrive.

In fulfilling this child-centered role, the CASA performs three separate functions:

- An INVESTIGATOR whose task is to uncover all relevant facts and report them to the court;
- An ADVOCATE for the best interest of the child in the courtroom and in the child welfare and social services systems,

identifying resources and services in the child's best interest; and

- A MONITOR who ensures that court orders are being followed and all services are provided in a timely manner and who brings to the court's attention any new developments, changes, or concerns.

The Program Manager has direct oversight of the program and CASA staff. Volunteers are supervised by the CASA staff who will ensure that the CASA Volunteer has all the tools and information needed to successfully advocate for the child.

Project Deliverable #	Describe the Deliverable
1	Trainer will conduct a minimum of 4 trainings per year
2	Youth will be matched with a volunteer and a Volunteer Coordinator will oversee the volunteers

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

The CASA Growth Plan effectiveness will be measured by:

1. The number of new CASA volunteers sworn in- 42 by end of FY 2023
2. The number of foster children served - 150 by the end of FY 2023

By successfully meeting the goals above we will serve 150 children in foster youth. These youth will benefit from the relationship with their CASA and experience a sense of stability that will lead to higher self-esteem, stronger academic results and better health outcomes.

Deliverable #	Task that Support Deliverable
1	Complete a minimum of 4 trainings per year
2	A minimum of 50 individuals will attend training
3	85% of attendees will graduate and match with a youth
4	150 youth will be served by a CASA 22.23

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

The CASA program serves foster youth throughout San Joaquin County. HUD recognizes foster youth as a priority low-income population. We know that children who have experienced abuse and neglect fare better with a CASA volunteer by their side. Studies have shown that children with CASAs:

- Are more likely to find a safe permanent home
- Are more likely to succeed in school
- Are half as likely to re-enter foster care

Any youth in the SJC dependency system can benefit from a CASA. Research suggests that 95% of the children who have been assigned CASA volunteers tend to spend less time in court and less time within the foster care system than those who do not have CASA representation. Judges have observed that CASA children also have better chances of

finding permanent homes than non-CASA children. Currently, there are over 70 children on the CASA SJC waitlist.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

CASA is a National program, with 44 CASA programs throughout California. In SJC it is run under the umbrella of the Child Abuse Prevention Council. This is a one-of-a-kind program. While there are other mentor programs, CASAs are court appointed by the judge to give recommendations regarding education, foster placements, health and general wellbeing. It is a collaboration between the CAPC, Human Services Agency (HSA) and the dependency courts. CASAs reach out to all collateral contacts, including the youth's social worker, to gather an overall picture of the needs, supports and accomplishments in the youth's life. These updates are then reported to the judge to assist in recommendations regarding the youth.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

The CASA program currently receives financial support from the Judicial Council of the California Courts, Governor's Office of Emergency Services and through various fundraising events hosted by the CAPC Marketing Department. To help sustain the recruitment and funding efforts of the campaign we have assembled a CASA Development Committee. The committee is made up of stake holders from our community which include community members, philanthropists, CASA staff and volunteers. The CASA Development Committee is leading the charge in identification of funding streams (which may include philanthropy, grants, contract, and outreach/ community giving campaigns). The CAPC board is fully committed to supporting the CASA growth plan and marketing campaign. The Development Director will also take leadership in leveraging the city's investment in growing CASA with additional public and private fundraising to create larger impact and growth.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

We are no aware of any conflicts of interest.

H. ESG

Completed by tnewcomb@nochildabuse.org on 1/19/2022 11:03 AM

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

I. Public Facility Project

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

Completed by tnewcomb@nochildabuse.org on 12/28/2021 2:33 PM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

NA

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

NA

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

NA

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

NA

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

NA

I.8. When will construction start and end? Provide a timeline with all critical milestones.

NA

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

NA

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

Completed by tnewcomb@nochildabuse.org on 1/5/2022 1:11 PM

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question J.1.

The CASA growth plan is a 3-pronged approach which includes recruiting CASA volunteers, building the capacity to serve more children and raising funds to support the additional staff needed with the expansion. In order for the community to participate in the CASA growth plan, we need to educate the community to the depth and severity of the problem. The problem: foster youth leave foster care at alarming rates ill-equipped with the skills needed to graduate from college, hold jobs and find stable housing, the answer, CASA. The recruiter will be utilizing a marketing, publicity campaign which will include community presentations designed to educate our community on the plight of our foster youth. We must educate the community on how they can help change the trajectory of a foster youth's life. The foster youth of San Joaquin County deserve a chance to succeed. With the help of this community, we can meet our goal to increase volunteers and build the capacity to serve more youth per year.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

The CAPC's 3 main administrative locations are located in downtown Stockton, walking distance from the main bus terminal. This proximity allows anyone in Stockton to have viable access to the CAPC and its programs. The CASA program works primarily with youth in foster care. The CASA volunteers are authorized to transport the youth as needed to visits, events, appointments, court and special events/trips.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**

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Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

Completed by tnewcomb@nochildabuse.org on 1/24/2022 10:03 AM

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers 'Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

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1 of 4

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

CDBG Budget 22.23 Exhibit B - KV.pdf

CDBG Budget 22.23 budget KV.docx

Organization Operational Budgets *Required

21.22 Agency budget.pdf

Organization Financial Statements *Required

CAPC Audited Financial Stmts FYE 6.30.20 Final.pdf

Tax Status *Required

501 c 3.pdf

Board of Directors Roster *Required

CAPC Board of Directors 2021.pdf

Articles of Incorporation/Bylaws *Required

Restated CAPC Bylaws 8.13.2020.pdf

Conflict of Interest Statement *Required

conflict of interest.pdf

Organization chart *Required

ORG CHART 7.1.2020 Revision #3.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

Board approval notes Item 3.2b.pdf

Business License Number *Required

21-22 Newberry Business License (1).pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

City-of-Stockton_San-Joaquin-Cou_21-22-#1-Liabil_6-21-2021_1684329189_1 (1).pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

HR.001.Employee Handbook CAPC Revised 10.2020.pdf

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

Printed By: Kayla Martin on 3/30/2022

SAM.gov - screen shot of sam.gov registration *Required

SAM.GOV info 21.22.pdf

Key Program Staff Resume *Required

2021 Danielle Daly resume -1.pdf

Jami Alexander resume.pdf

Trinidad Olivas-Newcomb 1.20.22.pdf

Title Report

***No files uploaded*

Optional Documents

***No files uploaded*

Submit

Completed by tnewcomb@nochildabuse.org on 1/24/2022 10:49 AM

Case Id: 48540

Name: SJC CASA 22.23 - 2022/23

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Jami L Alexander

Title

Director of Family Services

Date

01/24/2022

Signature

Jami L Alexander

Electronically signed by tnewcomb@nochildabuse.org on 1/24/2022 10:48 AM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

Certification page.pdf

Program Overview

Completed by tuleburgpress@gmail.com on 1/13/2022 11:48 AM

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by tuleburgpress@gmail.com on 1/13/2022 10:19 AM

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

B. Contact Information

Completed by tuleburgpress@gmail.com on 1/19/2022 2:40 PM

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Tuleburg Press

B.2. Mailing Address

343 E Main St STE 101 Stockton, CA 95202

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Paula

B.4. Last Name

Sheil

B.5. Email

tuleburgpress@gmail.com

B.6. Phone Number

(209) 949-2233

POINT OF CONTACT INFORMATION**B.7. First Name**

Paula

B.8. Last Name

Sheil

B.9. Email

tuleburgpress@gmail.com

B.10. Phone

(209) 949-2233

ORGANIZATION CONTACT INFORMATION**B.11. Website**

tuleburgpress.com

B.12. DUNS Number

59,680,084

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B.13. EIN Number

464,171,927

B.14. Business License Number and Expiration Date

22-00130155, October 31, 2022

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

4

B.17. Number of Volunteers

25

C. Funding Request

Completed by tuleburgpress@gmail.com on 1/19/2022 2:01 PM

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

The Write Place

C.2. Project Site Location

343 E Main St STE 101 Stockton, CA 95202

C.3. Funding Requested in this application

\$35,000.00

C.4. Other funds already secured for the project

\$69,950.00

C.5. Total Cost to Complete Project

\$164,950.00

C.6. Other funds not yet secured

\$60,000.00

D. Organization Information

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

Completed by tuleburgpress@gmail.com on 1/18/2022 2:10 PM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

As a non-profit publishing company, Tuleburg Press fosters literacy in our diverse community by identifying, publishing, and/or mentoring emerging, talented, local writers, especially those who write about life in the Central Valley. To that end, the organization operates THE WRITE PLACE, a creative writing and book arts center in downtown Stockton, CA, providing a public service that benefits low and moderate income persons that will increase writing proficiency and confidence through guided projects and making and printing books of their own.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#).)

Income Limits	Clients Served
Moderate Income (More than 80%)	51
Low Income (50%-80%)	28
Very Low Income (30%-50%)	127
Extremely Low Income (Less than 30%)	137
	343

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	201	118
Black/African American	55	3
Asian	25	1
Am. Indian/Alaskan Native	15	8
Native Hawaiian/Other Pacific Islander	8	3
Am. Indian/Alaskan Native & White	0	0
Asian & White	1	1
Black/African American & White	0	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	38	11
	343	145

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	14
Female Headed Households	67
Seniors	17

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1 of 2

Youth	27
Homeless	71
	196

E. Project Funds

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

Completed by tuleburgpress@gmail.com on 1/19/2022 2:45 PM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year. We are submitting only one application.

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG			\$0.00		\$0.00
FY2017/18 ESG			\$0.00		\$0.00
FY2018/19 CDBG			\$0.00		\$0.00
FY2018/19 ESG			\$0.00		\$0.00
FY2019/20 CDBG	The Write Place	City	\$25,000.00	Completed	\$0.00
FY2019/20 ESG			\$0.00		\$0.00
FY2020/21 CDBG	The Write Place	City	\$35,000.00	Completed	\$0.00
FY2020/21 ESG			\$0.00		\$0.00
FY2021/22 CDBG	The Write Place	City	\$30,000.00	Underway	\$25,322.00
FY2021/22 ESG			\$0.00		\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

Proposed funding for The Write Place July 22- June 23

Printed By: Kayla Martin on 3/30/2022

San Joaquin County CDBG Grant \$10,000 Projected
 Stockton Arts Commission Grant \$7,200 Applied
 Fully Booked Annual Fundraiser \$20,000 TBD
 Cares Arts and Culture \$10,000 Applied
 Fees \$9000 Projected

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

Affordable housing and economic development projects dominate the local CDBG awards. Tuleburg Press/The Write Place, as a Public Service project, provides creative and much needed literacy programming in our community. Our position downtown is more than a physical space; we are also heavily engaged in social engagement and community activism around arts and culture, traditionally underserved areas in Stockton.

Tuleburg Press does not use CDBG funds to match grant funds as this revenue source is highly competitive on the local level and subject to tremendous uncertainty at the federal level. However, receipt of these funds and our cautious stewardship of these resources has increased our credibility in the community with corporate sponsors. We have been able to sustain our local fundraising efforts for five years in a row, but every year we are looking at new and increased local corporate funding.

The CDBG funds are the ONLY funds that permit operational expenditures. We must receive CDBG funds to remain downtown. When we first applied for CDBG funding the amount was 1/3 of our budget. For this application the amount requested is 1/5 of our budget.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

The project service area is the county with primary emphasis in Stockton.

Tuleburg Press uses a HUD Beneficiary Certification Statement updated every April to reflect the new HUD income guidelines. We also print the form in English and Spanish to help with completion.

Clients take classes at our site or during an outreach activity, such as a festival, or when we take programs offsite to community centers or other program sites. Often we are dealing with minors who arrive without parents or guardians or with schoolchildren and their teachers. Getting the 100% of the data forms for all our classes or events has proven impossible.

Therefore, we are relying on federal definitions of low income based on free or reduced lunch eligibility when we are dealing with local school field trips. We are also focusing our outreach to San Joaquin Housing Authority operated community centers, the Stockton Shelter for the Homeless, and to Title I elementary schools where federal low-income levels are predetermined.

We are attaching the LMISD Map (Schools.png) based on 2006-2010 ACS, and noting the locations of schools and centers in which we operate. SUSD Hoover Elementary School is a Title 1 school where 82.2% of the students are socio-economically disadvantaged and 16.7% are English language learners.

We did not see an upload for these files under REQUIRED DOCUMENTS, so they are added to our OPTIONAL DOCUMENTS: HUD Self-Certification forms in English and Spanish and LMISD (Schools/png) Map

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

Yes

Self Certification Clients independently “self-certify” on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Yes

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

No

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

The requested CDBG funds for 2022-2023 will cover rent, utilities (heating/air and partial internet) and insurance at The Write Place, a project of Tuleburg Press. The success of the project is dependent on having an open to the public downtown book arts center.

The center is where all supplies and equipment are gathered, displayed and stored. Book arts specific equipment includes paper marbling and paper making vats, 5-gallon buckets, drying racks, display cases, sewing frames, foiling machines, book presses, hydraulic paper presses, letterpress printers (the Golding #3 Pearl and the Chandler & Price), paper cutters, board shear, more than 100 drawers of type, a full-color printer; our 500-book library of art, writing and poetry books, paints, inks, papers of all weights and colors, brayers, brushes, book cloth and leather, etc.

The center is where staff and volunteers are trained and where monthly classes are held, field trips occur, and the community gathers to celebrate reading and writing when we present authors, such as the state poet laureate or launch a new book published by Tuleburg Press.

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

HOURS

The primary unit of service are classes/workshops or community outreach HOURS (Stockmarket, Collide, Earth Day, Cinco de Mayo, Dia de los Muertos, Black Family Day, etc). We have chosen hours because all of these service objectives have variable hours.

NUMBERS

We also track numbers of classes provided and numbers of resource materials distributed.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	350
Households	0
Other	0
	350

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

As a non-profit publishing company, Tuleburg Press fosters literacy in our diverse community by identifying, publishing, and/or mentoring emerging, talented, local writers, especially those who write about life in the Central Valley.

To that end, the organization operates THE WRITE PLACE, a creative writing and book arts center in downtown Stockton, CA, providing a public service that benefits low and moderate income persons that will increase writing proficiency and confidence through guided projects and making and printing books of their own.

We have ongoing meetings with downtown area schools to introduce classes at THE WRITE PLACE. We offer introductory workshops at no or minimal cost, with scholarships available for low income participants. We meet with the San Joaquin County Office of Education, Teach for America, Worknet, The Pride Center, and teacher preparation programs at Humphrey's, University of the Pacific, Delta College, and Stanislaus State.

We will continue to expand our social media outlets, and our community newsletter. We appear periodically on radio KXVS cultural and Spanish-speaking programs.

We continue to expand a coded database of Tuleburg Press contributors (financial and other), students, local VIPs, and persons/organizations with a “need to know.” We already participate in community events and activities of other organizations, e.g., Chambers of Commerce; Stockmarket and solicit speaking opportunities to community groups, e.g., Rotary, Lions, League of Women Voters, et al.

The project will serve participants by coordinating and collaborating with the Chicano Research Center (Latinx), the Stockton Shelter for the Homeless (Unhoused), Fathers and Families (Low Income), The Pride Center (Youth/LGBTQIA+), and the Family Resource and Referral Center (Youth, Low Income).

Primary service delivery will be at THE WRITE PLACE in Cort Tower, downtown Stockton, CA.

F. Project Impact

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

Completed by tuleburgpress@gmail.com on 1/19/2022 11:53 AM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	154
Low Income (50%-80%)	49
Very Low Income (30%-50%)	53
Extremely Low Income (Less than 30%)	94
	350

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	125	35
Black/African American	45	6
Asian	30	5
Am. Indian/Alaskan Native	4	1
Native Hawaiian/Other Pacific Islander	5	1
Am. Indian/Alaskan Native & White	3	0
Asian & White	5	0
Black/African American & White	10	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	123	110
	350	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	25
Female Headed Households	85
Seniors	40
Youth	160
Homeless	40
	350

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	1	322	278
2020-2021 (Anticipated)	1	254	211
2021-2022	1	350	245
	3	926	734

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

The Write Place will conduct workshops in creative writing, letterpress printing, papermaking and bookbinding for adults and children either at its downtown location or a school or community sites; refurbish and upgrade one elementary school library; and provide printing services for low income students and the unhoused.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

In Feb. 2017, Tuleburg Press established The Write Place, modeling it after 826 Valencia in San Francisco and 916 Ink in Sacramento.

THE WRITE PLACE is the ONLY creative writing and book arts center in the San Joaquin Valley. There is a writing center in Sacramento, but it does not offer bookmaking or letterpress printing. There are no literary publishers in Stockton other than Tuleburg Press.

We are providing service, training, and creative opportunities that are only available otherwise in the Bay Area and for free or at 1/4 the cost, prices that our community can afford. It is imperative that Stockton continues to grow its arts and culture scene. The Write place joins the Haggin Museum, the Stockton Symphony, the Children's Museum, etc. in providing needed services and opportunities.

G. Project Narrative

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

Completed by tuleburgpress@gmail.com on 1/19/2022 12:21 PM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges**
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse**
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.**
- MAINTENANCE - Helps to ensure that clients do not decline, etc.**
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service**
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation**

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Prevention: Research shows that engaging youth and adults in project-based learning enhances student performance, increases motivation and engagement. The process of making a book from scratch increases creativity, critical thinking, collaboration, and communication. People of all ages need these skills to help navigate everyday circumstances. Having a sense of oneself as a creator, as problem solver, and as a contributor builds self-esteem and confidence that allows people to withstand negativity and overcome obstacles.

Early Intervention & Intervention in General: The arts are therapeutic. Many of our participants have experienced trauma through domestic violence, street crime, fosterage or homelessness. They lack stable families. They have mental illnesses, including PTSD. For children the early intervention and attention is key to later educational success. While it is true that people must attain the basics as Maslow described: food, clothing, shelter before they can self-actualize, Tuleburg Press takes up in conjunction with other service providers to add the educational component addressed in Bloom's Taxonomy: (1) knowledge, (2) comprehension, (3) application, (4) analysis, (5) synthesis, and (6) evaluation. Bloom's taxonomy provides a systematic way of describing how a learner's performance grows in complexity when mastering academic tasks.

Transition: Our writing and book arts programs are beneficial, especially for participants who need quiet, focused time with no distractions. Two of our programs – the Transformational Writing Group and Pieces to Peace Project specifically address “writing trauma out of the body.”

At one writing workshop at the Children's Home of Stockton, the four female participants were agitated due to the attempted suicide of one of their cottage members. All had witnessed the event and the girl being taken away in the ambulance. I asked them to sit and write about what had happened. They didn't have to share and they could destroy

the writing at the end. They just had to write the experience "out of the body."

Remarkably, the participants, ages 15-18, wrote for significantly longer than was required, and read out loud what they had written. The narratives were honest and detailed. One participant had experienced the death of her brother from an overdose, so the event was traumatically triggering. Between my facilitation and the intervention of their cottage administrator, all participants left the session relieved of some of the pressure of the day.

These testimonials are from Fall 2021 work with the Children's Home of Stockton:

Ashton, 16. Thank you for allowing me to have the opportunity to experience your workshop. I loved the process of making my own book. I also loved being able to express my feelings in your writing group. I enjoyed the whole thing. If I could go back and do the whole thing all over again, I would.

Logan, 15. Thank you for teaching me how to make paper out of clothes. Maybe I will come back. It was fun. (What is significant about Logan's few remarks is that it took him several visits to the center before he was engaged. He was always quiet and wrote little, but the impact was bigger than he acknowledges. He was able to resume visits with his father.)

Administrator Mike M. The kids love their journals. They are very precious to them. They take them everywhere.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

Project: The Write Place

The Goal of The Write Place is to educate the public -- youth and adults -- about the book arts (papermaking, letterpress printing and bookbinding) and to develop book artist in our community in order to foster literacy.

Activities as follows:

1. Writers-in-Residence for 4-6 Grades:

Objective is to serve at-risk youth with male teacher role models, engage them in reading and writing through the hip-hop music genre, and enhance their creativity and artistic output. 3 days a week, 1 hour sessions during the school year.

2. Classes

a. Write Place Objective is to expand the community's appreciation of the book arts and to develop book artists who can teach and make product to sell via Etsy, eBay, Stockmarket, etc. through bookbinding, paper making and letterpress printing. Classes are schedule according to instructor availability and range from 3-8 hours in length. Classes run year round, 3-4 per month.

b. Pieces to Peace: Transformative Writing Project.

Working with CBOs, we identify clients affected by trauma and/or with mental health issues.

Objective is to rag pulp an article of clothing, make paper, and make a journal.

Objective is to write in monitored, therapeutic sessions to reduce anxiety, depression and guilt. Sessions are twice a

month for 2 hours each.

c. one. Charter Elementary School for homeless students.

Provide on-going arts curriculum support as needed throughout the school year.

Objective is to enhance reading and writing skills and develop creativity and confidence in homeless children. Children come to the center for supplemental writing instruction twice a week during the school year.

3. Children's Book and Fund Drive

Maintain current level of performance with selected SUSD Title 1 School

Objective is to upgrade one library a year, weeding collection, updating collection, establishing a circulation routine.

Activity occurs during the school year. Approximately \$5,000 cash and 2500 books per school,

Goal is to get all SUSD elementary libraries back into operation.

4. Research and development of community writing programs, such as Tent-2-Tent, zine development, printing services, chapbook creating, anthologies, manuscript review, book editing.

Project Activity or Program Service #	Describe the Deliverable
1	Writer-in Residence: 3 days a week, 1 hour sessions during the school year.
2	Classes: Write Place Classes run year round, 3-4 per month; Pieces to Peace Sessions are twice a month for 2 hours each; one. Charter Elementary *homeless students) come twice a week during the school year.
3	CBFD SUSD Elementary Library raise approximately \$5,000 cash and donate or buy with those funds 2500 books per school,
4	Ongoing creation of programs to meet assessed community needs.

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

Tuleburg Press was formed in 2012 with a grant of \$1,250 from the Marian Jacobs Literary Forum and received nonprofit status in Dec. 2013 and its IRS Tax Exemption in August 2014.

With \$28,000 in the bank in Feb. 2017, Tuleburg Press established a writing center in downtown Stockton to serve writers of all ages. Modeled after 826 Valencia in San Francisco and 916 Ink in Sacramento, the center – called THE WRITE PLACE– offers creative and expository writing and publishing opportunities for students and adults and professional development for teachers in teaching writing.

In addition, the center is a venue for book clubs and adult writing groups, such as NaNoWriMo. At night and on the weekends, the center offers books arts workshops to the public, such as letterpress printing, bookbinding and papermaking.

THE WRITE PLACE provides the location and access to writing supplies and creative projects to enhance the lives of marginalized groups: Kelly's Angels Foundation, STAND, Open Door Services for Disabled Adults, one. Charter Elementary School for Homeless Children and Civic Pride Independent Academy, Stockton Family Shelter, Conway

Homes and Sierra Vista, San Joaquin Housing Authority

2013-Present -- Publishing

The primary work of the parent nonprofit Tuleburg Press is to support the publication of local writers. To date, Tuleburg has published nine (9) books of literary and educational merit that have sold well at Delta College and throughout the region.

- 55 and Counting, a book of poetry by David Walden
- Desperation Passes by Phil Hutcheon
- A Lady's Place, the history of Stockton's Philomathean Club by Mary Jo Gohlke.

Books published in 2018:

- The Last Real Hobo, by Galt resident Terry Albritton.
- The Great Chinese New Year's Race and Other Children's Plays by Heather Rule.
- Lost and Found: A Collection of Haiku on Love, Loss and Life by Barron Sudderth.

Books published in 2019:

- There's Goose in My Tree by Debra K. Johnson

Books published in 2020:

- The Doughboys of San Joaquin County by Elaine Dixon-Ugarkovich

Books published in 2021:

- My Spiritual Walk as A Wolfhound: A Grunt in Vietnam by Joe Maes

2016-Present--Fully Booked (Annual fundraising dinner)

Our signature fundraising event "Fully Booked" is held in fall. It has netted an average of \$20-\$25,000. Profits are restricted to THE WRITE PLACE, the focus of this application.

Past and Present Sponsors include: The Port of Stockton, Cortopassi Family Foundation, AG Spanos Companies, University of the Pacific, San Joaquin Delta College, Iacopi Lenz Accounting, Friends of the Stockton Public Library, Animal Protection League, Donald and Susan Lenz, Property Management Experts, Stocktonians Taking Action to Neutralize Drugs (STAND), Derivi Castellanos Architects, Stockton Arts Commission, Channel Brewing, The Stockton Ports, The Stockton Arena, Food4Less, SJ Assessor Steve Bestolarides, SJ Supervisor Kathy Miller, Thomas Zuckerman, Assemblywoman Susan Eggman, Lee Neves, and San Joaquin Community Foundation, Financial Center Credit Union.

The event allows us to educate the public about the book arts and the power of writing to effect change. Short films on writing in the community and presentations by the Stockton poet laureate form the program.

2015-2018 -- Community Building

For 2015-16, Tuleburg Press was a recipient of office space and resources at Huddle/Ten Space, having competed in the Huddle Entrepreneur Lab pitch competition against other entrepreneurs.

We developed BiblioKids and provided a summer book arts camp at Taft Community Center in June, 2017.

Our 2018 Summer/Fall offerings included a 2-week Book Arts Camp for Kids, and two 4-week “DIY Zine” workshops, one for kids and one for adults, partially funded by the California Arts Council and the Stockton Arts Commission.

Throughout 2018, Tuleburg Press participated in every ArtSplash, El Concilio’s 50th Anniversary Cinco de Mayo Festival, in every Stockmarket, in an Eleanor Project at The Haggin Museum, Family Day at the Park, and held a teambuilding papermaking workshop with the Highwater Brewing Company staff!

We went all out for Stockton Arts Week, collaborating with the Mexican Heritage Center on its Dia De Los Muertos Festival – creating gigantic hats a la Catrina -- and offering a day-long printing workshop and tour of the unique Utility Covers downtown, created by artist Molly Toberer and installed in 2004.

We presented Leanne Grabel, Seattle poet and Stockton native; Derek Moore, a Pulitzer Prize-winning journalist, who was part of the team that covered the Sonoma fires last year, and Dan Gioia, California’s Poet Laureate. These programs were attended in total by 150 people.

We are a partner with the Stockton Arts Commission and Visit Stockton.com on Stockton Arts Week/Collide Fest for 2019.

2013-Present -- Child Book and Fund Drive - Library Enhancement Program

The library enhancement program was adopted by Tuleburg Press in 2013. The program was begun four years early by a Delta College professor, Sam Hatch. Schools are chosen according to low-income and free-lunch status. Priority is given to the schools without existing libraries or library technicians.

Totals for the Tuleburg Press Children’s Book and Fund Drive

Funds raised for local schools \$50,100

Number of books provided 22,415

Activities during July 2019-June 2020. Hampered by the Covid-19 pandemic in 2020, we still maintained an important presence in the community.

Tuleburg Press Children's Book Fund Drive (TPCBFD) 2019-2020 - Cleveland School (Title 1 School) Consultation, weekly meetings in the library, weeding the stacks, purchasing new books, and setting up new scheduling for student check out Cleveland School received \$5,893 in cash and 841 books. (8 months x 4 weeks x 3 hours/mo, 112 hours)

Afterschool Program at The Write Place

Operated Aug-March, 2020 then closed, serving nine families with daily activities including homework help, reading, creative writing and cursive development, bookbinding, and letterpress printing.(5 days a week/2.5 hr X 10 weeks, 125 hours)

100 Resource Packets Distributed

Spring Writer in Resident – Orlando Molina “Dino Rhyme Flow” was working at Sierra Vista-SJ Housing Authority. When we shut down, we created 100 packets with his Rhymosaurs books, stickers, pens, paper, crayons and an anthology of the students’ poetry. He delivered these door-to-door. (preparation and delivery 4 hours)

30 Resource Packets Distributed

Book/Supply Drop to one. Charter Elementary School included books and arts supplies for 30 students. (preparation and delivery 4 hours)

Free printing for students and teachers May through September. We promoted this service to University of the Pacific and to Delta College and printed curriculum, handouts, study materials and student notes. (30 Students served, 2 hour printing time and distribution, 60 hours)

Activities in July 2020-June 2021:

Community Medical Centers (CMC) Words Outspoken workshops at Hatch Workshop's outdoor space Hatch during June-August. We produced a transformative book art program using traditional papermaking processes as a form of trauma therapy, social engagement, and community activism. (35 participants served, 16 workshops, 60 hours)

CMC Pieces to Peace Sept to Present workshops at The Write Place working with client referrals to process trauma and experience through papermaking. We produced a transformative book art program using traditional papermaking processes as a form of trauma therapy, social engagement, and community activism. (20 clients served, 5 hours prep and workshop, 100 hours)

Stockton Strong Community Support Grant with Orlando Molina/Rhymosaurs. We distributed book supplies and learning materials to families with the SJC Housing Authority at Sierra Vista and Conway. Youth were encouraged to participate in hip-hop and poetry classes via Zoom. Free laptops and hotspots were made available through SJC Housing Authority. (30 Families served, 5 laptops/hotspots distributed)

City of Stockton Community Support Grant in collaboration with other arts organizations such as Hatch Workshop, CCHAI, Stockmarket, Placeholder, and Stockton Art League, to host free social-distanced letterpress, bookbinding, paper marbling, and zine workshops during the months of October through December. (42 participants, 7 workshops, 87 hours)

Held our annual Fully Booked fundraiser virtually. We created a 25 Video library highlighting video interviews and demonstrations from community partners and included virtual tours of The Write Place. This content is evergreen on our YouTube page and helped publicize local artists, writers, and literary resources. (25 volunteers, 25 videos, 1010 hours)

Transformative Writing Group met bi-monthly 2 hour writing sessions for an average attendance of 6 writers (288 hours)

Held Music Box Fundraiser with board donation of 35 vintage music boxes.

Developed Tent-2-Tent, a local newsletter for people experiencing homelessness with supplies them with resources and recent events. (600 newsletters distributed, featured front page The Record, Feb 1, 2021)

Completed the first Pieces to Peace Veterans Writing Project through a California Arts Council grant. We compiled participants' stories and material for a short video documentary and began the process of publishing one of the veterans' manuscripts. (30 Participants, 9 workshops/writing sessions, 75 hours)

Distributed approximately 5,000 books to community Little Free Libraries.

Completed a California Arts Council grant by hiring four writers to engage the community in online zine workshops for youth and adults and to participate in monthly writing exercises. (57 households reached and 300 art kit bags distributed at Covid-safe events).

July 2021-Present

Tuleburg Press Children's Book Fund Drive (TPCBFD) 2020-2021 - Hoover Elementary (Title 1 School) Consultation, weekly meetings in the library, weeding the stacks, purchasing new books, and setting up new scheduling for student check out Hoover School received \$5,993 in cash and 221 books. Faculty will use cash donated to buy new books. (8 months x 4 weeks x 3 hours/mo, 112 hours)

Afterschool Program at The Write Place

Partnered with Unbound in July 3 workshops geared 21 students/3 instructors/9 hours.

Hired Summer Intern for The Write Place.

Reopened The Write Place August 2021, serving nine families with daily activities including homework help, reading, creative writing and cursive development, bookbinding, and letterpress printing.(3 days a week/2.5 hr X 10 weeks, 75 hours)

Community Medical Centers (CMC) Words Outspoken Event in November. We engaged three participants in performing in the live-streamed capstone event of turning trauma into art. healing through transformation. (3/12 hours)

CMC Pieces to Peace Sept to Present workshops at The Write Place working with Children's Home of Stockton residents to process trauma and experience through papermaking. We produced a transformative book art program using traditional papermaking processes as a form of trauma therapy, social engagement, and community activism. (21 participants/180 hours)

Held our 6th annual Fully Booked fundraiser virtually. We engaged nine local artists in an Artists Challenge to create side tables for our auction. Promoted Tuleburg Press/The Write Place through a virtual auction of art, books, jewelry and ceramics created or donated by local artists/supporters. We acknowledged epic donor the Port of Stockton and local comic artist Stephen Bentley for their commitment to literacy and the book arts.

Transformative Writing Group met bi-monthly 2 hour writing sessions for an average attendance of 6 writers (288 hours). We published 600 copies of a 65-page chapbook of writers' works and distributed for free throughout the community.

Partnered with Sligo Scholars to fund and send 3 local post/writers to the annual Yeats Summer Institute in Sligo, Ireland, July 28-Aug 5, 2022. Raised \$7,500 through foundations for these scholarships.

Partnered with San Joaquin Delta College to promote and publish a Youth Poetry Anthology. Coordinated by Professor Gabrielle Myers, local high school and college English teachers received a request to participate and lesson plans for several poetry forms. The theme is Stockton and Its Environs: Poems of Place. Publication due in April, 2022.

Increasing The Write Place Community Studio Memberships so individual artists can utilize the space and equipment for their own book arts projects.

Supported our Writer in Residence, Orlando "Zeps" Molina" with the publication of his fourth book in the Rhymosaurs

series.

With Covid restrictions lifted, we offered four (4) book arts workshops in December: paper marbling, letter press printing, drum leaf binding, Coptic binding. 18 participants/20 hours

Delivered 2,800 books to community Little Free Libraries. These books were donated to Tuleburg Press by local businesses after estate sales.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities. How will clients access the program/project?

Tuleburg Press, a nonprofit 501 (c) 3 founded in 2012, is an organization managed solely by its board of directors, who represent a culturally and ethnically diverse background similar to that of our region. All Tuleburg Press board members are active in the community in various types of art and literary expression.

Collectively they hold decades of award-winning experience in writing, reporting, publishing, the arts, and community service, as well as other professional experience in business, non-profit, and program development and management.

STAFF: The board is chaired by Paula Sheil, a graduate of the University of the Pacific (UOP) who currently teaches English composition as a tenured instructor at San Joaquin Delta College (SJDC). She has written for, founded, and published two art and literature magazines and quarterlies; Artifact (SJDC student publication), and Zambomba! (Poetry quarterly), which generated nation-wide publication of some of her poetry pieces and the works of poets across the country. Before joining the faculty at Delta she wrote feature stories for The Record, Stockton's local newspaper, for 10 years. Her board experience includes current board member status of the Stockton Arts Foundation and being the chair of the Marian Jacobs Literary Forum. She is a past president of the Stockton Arts Commission. Both her writing and community work have earned her awards from the California Newspaper Publishers Association (CNPA), a STAR Award from the Stockton Arts Commission, and the Susan B. Anthony Award for her work in the creative arts.

Sheil also manages The Write Place. Past college interns and current center staff members have arts and education training. Sheil coordinates/manages The Write Place as a volunteer. There are two part-time staff: one administrative/grant writer and the other a studio manager. All are background checked and tested for tuberculosis.

ACCESS - Centrally Located Downtown:

Tuleburg Press leases space in Cort Tower and began developing its book arts curriculum and building out the papermaking and letterpress studios in 2017. On March 1, 2022, Tuleburg Press/THE WRITE PLACE will celebrate its 5th Anniversary as a creative writing and book arts center.

Primary service delivery will be at THE WRITE PLACE in Cort Tower, downtown Stockton, CA in order to maintain client accessibility. Local transit is accessible downtown. We are located one block from the RTD Transit Hub.

Client/participants are solicited from networking with other CBOs, through social media and general press announcements, and through our growing database of participants.

Project Deliverable #	Describe the Deliverable
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Printed By: Kayla Martin on 3/30/2022

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1	Primary deliverable to get our client participation back to pre-Covid numbers.
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G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

Retention, completion and making stated goals are indicators of success.

We require sign-in sheets at every class or event to track participant hours.

We use participant satisfaction surveys for each class/workshop/event for marketing.

We require HUD Beneficiary Qualification Statements to track required HUD data. And maintain 51% or better low-income participants.

We seek to reach 70% of our established participant load, on a project-by-project basis.

Because we established the physical location of the book arts center in downtown Stockton with local support bolstered by CDBG funding, we track all the required HUD demographics and have been more successful each year in meeting our numbers.

During the Covid-19 pandemic, we are grateful to the Stockton/San Joaquin leadership for the relief funds that we were able to secure because we have weathered this crisis. We have not served as many individual participants this year due to the pandemic, but all of the funds we received kept artists working and engaged with the community. Continuing support from major San Joaquin County firms, local arts agencies, and the California Arts Council are also measures of success.

1. Established stronger collaboration with local CBOs
2. Secured NEW funding from local and national foundations

Deliverable #	Task that Support Deliverable
1	Collaborating with Community Medical Centers, we will explore other underserved client populations (in addition to homeless and veterans)
2	Increase corporate or foundation funds by 5%

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

The Write Place service area is predominately Stockton-based and immediately outside the city limits in the county, such as Taft Community Center and Taft Elementary School on Downing Ave, Stockton, CA 95206.

THE WRITE PLACE is primarily for students, though there are fee-for-service programs for adults. The students identified in the downtown area are largely Hispanic/Latino. The majority are language learners and their English language skills are far below the state average. This population in general is identified through state and local data collection processes.

Empirically, our society has come to realize the direct correlations between literacy and quality of living. Literacy rates

have become a common indicator for a range of issues, from health to drop-out rates and to poverty levels, to likelihood of incarceration. Tuleburg Press works to encourage, stimulate, and strengthen both literacy and the literary arts in the interest of improving the overall quality of life for Stocktonians by providing one of the most crucial skills in building a prosperous and meaningful life. These skills apply to both vocation and professional careers

Given the available data on student populations in the targeted area, it is our belief that being a “student” in Stockton is eligibility enough.

In terms of adults, current Census information from the US Department of Education determined that currently 61% of the population in the primary zip code of South Stockton has completed high school or equivalency level of education, which is 20% lower than the national average

From the perspective of the writers and educators at Tuleburg Press one necessity in resolving these issues is evident, and that is the opportunity for the community to engage in art and literature in the interest of promoting literacy, inspiration, and hope. Improvement in literacy rates increase people’s success in attaining quality education, and education enhances the other essential quality of life factors, such as health and employment. To us, addressing the disparities that burden our community begins with reading and writing. We are teaching new generations the fundamentals of the craft of book making and offering the community a gathering place for ideas.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

THE WRITE PLACE is the ONLY creative writing and book arts center in the San Joaquin Valley. There is a writing center in Sacramento, but it does not offer bookmaking or letterpress printing. There are no literary publishers in Stockton other than Tuleburg Press.

Collaborations exist with agencies that promote literacy: Friends of the Stockton Public Library, Reach Out and Read, San Joaquin A+, The Record’s Family Literacy Day in the Park, and Read to Me are just a few of the many that promote reading; THE WRITE PLACE fills in the literacy gap with writing.

Major collaborations in 2020-21 include Pieces to Peace with Community Medical Centers and the Children’s Home of Stockton, Hoover Elementary School and one Charter Elementary School. All provide program participants.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

1. Tuleburg Press/The Write Place continues to seek additional art grants and arts foundation funding.
2. We will increase our product revenue stream from letterpress printing poetry broadsides, letterhead, and greeting cards.
3. We will increase participation in our CRM (customer relationship management) database.
4. Revitalize the Stockton Arts Foundation, a 501 (c) 3, with other artists and arts venue providers.
5. We will lobby the City of Stockton to restore the \$1.3M Arts Endowment that was lost in the bankruptcy.
6. We will engage local funders in support of the Arts Foundation similarly to the way our community has participated in the San Joaquin Community Foundation.
7. We will continue to seek contracts with local schools.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of

Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

We have no board members who pose a conflict of interest with community boards, commissions or committees, or who are City Council Members or City employees. However, Joel Reyna, Jr., a member of the board, the Field Representative for CA Senator Susan Eggman, District 5.

H. ESG**Case Id:** 48603**Name:** Tuleburg Press - 2022/23**Address:** *No Address Assigned*Completed by tuleburgpress@gmail.com on 1/19/2022 2:02 PM*

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

0

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

N/A

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

I. Public Facility Project

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

Completed by tuleburgpress@gmail.com on 1/13/2022 2:40 PM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

N/A

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

N/A

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Completed by tuleburgpress@gmail.com on 1/13/2022 2:36 PM

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

We have found that transportation has been the biggest barrier to servicing low-income participants. The focus of our efforts now are to deliver more programming on site: community centers, shelters, schools.

We have painted and outfitted a small trailer with papermaking and printing equipment so that we can set up on site whether it's at a school or community playground or park. We successfully utilized our colorful trailer and printing equipment at the Stockton Arts Commissions "Collide" arts festival in October, 2019. We have the required insurance for this rig.

Our plan is to use this trailer set up to take our programs to locations where the participants cannot come to us downtown.

We received funding from the Manteca-based Raymus Foundation for portable bookbinding and letterpress printing equipment to make our practices portable.

We have also applied to the Stockton Arts Commission to set up at 10 community-based, ethnically diverse festivals and serve larger populations in outdoor, Covid-safe environments.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

The Write Place is located one block from the downtown RTD transfer station.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless:** Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons
- Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure
- Disaster Response:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Completed by tuleburgpress@gmail.com on 1/19/2022 2:28 PM

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers ‘Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

22-23 Project Budget.pdf

Organization Operational Budgets *Required

21-22 Actual Budget.pdf

22-23 Operational Budget.pdf

Organization Financial Statements *Required

IRS 2020 Taxes.pdf

Audit Report 2021_Tuleburg Press_Signed.pdf

Balance Sheet Dec 31 2021.pdf

P&L Dec 31 2021.pdf

Tax Status *Required

Tuleburg IRS EIN.pdf

Board of Directors Roster *Required

Roster Rev 12.31.2021.docx.pdf

Articles of Incorporation/Bylaws *Required

TP_Articles_of_Incorporation_11_1_13.pdf

Conflict of Interest Statement *Required

TP Conflict of Interest.pdf

Organization chart *Required

Tuleburg Press ORganizational Chart.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

Tuleburg Board Authorization City.pdf

Business License Number *Required

Business License 2022.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

Tuleburg Updated WC Cert with All Policies.pdf

WC Waiver Subrogation.pdf

Tuleburg GL AI Endt (1).pdf

Tuleburg Additional Insured and Endts (1).pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

TP Policies_Procedures.pdf

Use Permit/State License (as applicable)

Business License 2022.pdf

Rental or Lease agreement

Lease for Cort Tower, Ground Floor.doc
Tuleburg Addendum V 2020-2023 (1).pdf

Evidence of Site Control

N:A.pdf

SAM.gov - screen shot of sam.gov registration *Required

SamRegistration_Screenshot2022.png

Key Program Staff Resume *Required

JessicaFong11_2021Resume.pdf
Sheil RESUME 2022 REV.pdf

Title Report

N:A.pdf

Optional Documents

2020 Annual Report (2) (1).pdf
22552-Wolfhound COVER.pdf
CMC_P2P_TuleburgPress_workshop_flyer.pdf
Sligo Flyer (3).pdf
21_22 HUD Form.docx.pdf
Spanish HUD_Form_docx.pdf
Schools.png

Submit

Completed by tuleburgpress@gmail.com on 1/19/2022 2:47 PM

Case Id: 48603

Name: Tuleburg Press - 2022/23

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Paula Sheil

Title

President

Date

01/19/2022

Signature

Paula Sheil

Electronically signed by tuleburgpress@gmail.com on 1/19/2022 2:28 PM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

City CDBG Certification.pdf

Program Overview

Completed by upliftallfoundation@gmail.com on 1/22/2022 8:16 AM

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Last modified by upliftallfoundation@gmail.com on 1/22/2022
6:36 AM

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Public Service

If using ESG funds

Street Outreach

B. Contact Information

Completed by upliftallfoundation@gmail.com on 1/23/2022 11:24 AM

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Uplift All Foundation

B.2. Mailing Address

6351 St Andrews Drive Stockton, CA 95219

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Chinu

B.4. Last Name

Mehdi

B.5. Email

chinu60m@yahoo.com

B.6. Phone Number

(209) 609-3674

POINT OF CONTACT INFORMATION**B.7. First Name**

Chinu

B.8. Last Name

Mehdi

B.9. Email

chinu60m@yahoo.com

B.10. Phone

(209) 609-3674

ORGANIZATION CONTACT INFORMATION**B.11. Website**

www.upliftallfoundation.org

B.12. DUNS Number

99,175,743

B.13. EIN Number

814,647,810

B.14. Business License Number and Expiration Date

50697 | December 31, 2022

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

7

B.17. Number of Volunteers

50

C. Funding Request

Completed by upliftallfoundation@gmail.com on 1/23/2022 11:26 AM

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

Loads of Hope, 3-Van Fleet Operations 2022-23

C.2. Project Site Location

Multiple high propensity homeless sites within the City of Stockton 316 N El Dorado St Stockton, CA 95202

C.3. Funding Requested in this application

\$303,864.00

C.4. Other funds already secured for the project

\$94,920.00

C.5. Total Cost to Complete Project

\$398,478.00

C.6. Other funds not yet secured

\$0.00

D. Organization Information

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

Completed by upliftallfoundation@gmail.com on 1/22/2022 8:47 AM

D. Organization Information

Please provide the following information.

D.1. Please describe your agency's mission.

The mission of Uplift All Foundation is to inspire and empower the homeless in our community.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	100
	100

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	688	215
Black/African American	341	0
Asian	46	0
Am. Indian/Alaskan Native	120	0
Native Hawaiian/Other Pacific Islander	27	0
Am. Indian/Alaskan Native & White	43	0
Asian & White	1	0
Black/African American & White	2	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	98	0
	1,366	215

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	0
Seniors	0
Youth	0
Homeless	100
	100

E. Project Funds

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

Completed by upliftallfoundation@gmail.com on 1/23/2022 11:36 AM

E. Project Funds

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year. We are only submitting one

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

N/A

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	N/A	0.00	\$0.00	0.00	\$0.00
FY2017/18 ESG	N/A	0.00	\$0.00	0.00	\$0.00
FY2018/19 CDBG	N/A	0.00	\$0.00	0.00	\$0.00
FY2018/19 ESG	N/A	0.00	\$0.00	0.00	\$0.00
FY2019/20 CDBG	N/A	0.00	\$0.00	0.00	\$0.00
FY2019/20 ESG	N/A	0.00	\$0.00	0.00	\$0.00
FY2020/21 CDBG	N/A	0.00	\$0.00	0.00	\$0.00
FY2020/21 ESG	N/A	0.00	\$0.00	0.00	\$0.00
FY2021/22 CDBG	Loads of Hope 2	205,000	\$205,000.00	205000	\$0.00
FY2021/22 ESG	Loads of Hope: Mobile Laundromat	141050	\$141,050.00	Underway	\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

Uplift All Foundation has secured 94,920; plus, the equipment and infrastructure is in place to roll out three Laundrovans; a program titled Loads of Hope: Mobile Laundromats for the Homeless.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

- Uplift All Foundation will be forced to scale the services based on funding provided by this grant.
- Yes, the funding requested is not intended to sustain the agency. We are requesting funding one of several of our programs to offer services for the homeless .
- The ESG funding requested is to specifically serve the City of Stockton's homeless population. We are not subsidizing any outside funding or program outside of the city of Stockton.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

For over 6 years, Uplift All Foundation has been supporting the City of Stockton's homeless residents. At this point our 100% services have been in Stockton.

E.7. How does (will)your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#) . Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

Yes

Self Certification Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

Yes

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

No

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

Yes

Homeless persons

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

Yes

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

The funding will be mostly used for payroll for an estimated 13-15 staff members, some will be selected from the homeless clientele. With the funds staff will be paid to ensure services are consistent and continual throughout the city. Additionally, supplies needed will be purchased with the grant funding, (i.e. detergent, propane, fuel and other supplies)

E.9. Select the common indicator that your agency will use to track clients.

Persons: unit of measurement for public services/ESG

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

The Loads of Hope Mobile Laundromats fleet at the City of Stockton will measure the laundry loads per day. One laundry load is done per person per day (E11 "Other" = Laundry Loads) Quantified individual residents and most importantly statistical data about the population we are serving over a 12-month period.

Uplift All-Foundation will coordinate the annual reports.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	0
Households	0
Other	18,720
	18,720

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

The key to the success of Uplift All Foundation's Loads of Hope program is the accessibility to the homeless population. The service is free and we coordinate wrap around services to a population which has no way of obtaining these important, crucial services for their well-being.

We anticipate washing 18,720 Laundry loads at multiple city locations. The service recipients will all be homeless persons.

For outreach, we have an established network of non-profit agency-partners, faith based organizations and a strong rapport with homeless persons. We will use our network to reach those in need.

F. Project Impact

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

Completed by upliftallfoundation@gmail.com on 1/22/2022 11:26 AM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	0
Low Income (50%-80%)	0
Very Low Income (30%-50%)	0
Extremely Low Income (Less than 30%)	100
	100

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	9,221	2,898
Black/African American	4,606	0
Asian	616	0
Am. Indian/Alaskan Native	574	0
Native Hawaiian/Other Pacific Islander	364	0
Am. Indian/Alaskan Native & White	1,624	0
Asian & White	14	0
Black/African American & White	182	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	1,330	0
	18,531	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	0
Seniors	0
Youth	0
Homeless	100
	100

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	0	0	0
2020-2021 (Anticipated)	25	122	122
2021-2022	75	478	478
	100	600	600

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

We anticipate positioning the three mobile laundromats in high density homeless areas. Our staff will ask participants to remove all personal belongings from the clothing (all pockets inside out) and to place them in a basket and complete a brief intake/survey form. The basket will be taken into the laundromat by staff; once washed and dried the belonging will be returned to the participant.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

The Homeless population in Stockton has tripled since 2017. This population is at risk of higher infection rates because of the lack of overall personal hygiene. Individuals experiencing homelessness have significant barriers to self-care and personal hygiene. Unkempt clothing and personal contact with others in the same concentrated, infectious situation creates the perfect storm for bacterial infestations and disease transmission. The stigma of drug abuse, alcoholism, and aggressive behavior are significant barriers to using public facilities, such as a public laundromat. Laundromat services are cost-prohibitive, as well as, impossible to access because of lack of transportation. Even though some shelters have limited laundry services for their residents, service is not available to the over one thousand unsheltered population. In a survey of homeless clients, it was revealed that most homeless reported they hand-wash clothes in tepid water in a public bathroom or do not launder their clothes.

Mobile Laundromats are vital to our city's commitment to public safety and disease prevention, as well as the dignity for the homeless population. This proposal offers the first step in preventing the spread of Covid-19, influenza, chicken pox, meningitis, E. coli, salmonella, staphylococcus, infections transmitted by body lice and many health threats. Also, the homeless population was being missed in being educated and given covid-19 vaccinations and tests.

Uplift All Foundation is the only organization offering mobile and free laundry services to to the homeless. This was a huge service gap provided neither the City of Stockton nor any other community based organization.

G. Project Narrative

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

Completed by upliftallfoundation@gmail.com on 1/23/2022 11:57 AM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.
- MAINTENANCE - Helps to ensure that clients do not decline, etc.
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Early intervention - if clothes are not laundered, they are vectors for spreading viral and bacterial infections and other transmittable diseases. Clean laundry and hygienic practices provide a tool of early intervention and prevention. Our laundromats are servicing the homeless in an outdoor setting while still maintaining proper social distancing to reduce the spread of Covid-19

Transition - Our clients with clean clothes are more acceptable in society. They look presentable for job interviews,

Self-Sufficiency - Per our mission we provide the tools knowledge and the education for the homeless to become self-sufficient.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be submitted with the application.

Uplift All Foundation has three mobile laundrovans (laundromats in vans) which are placed strategically where the homeless population is dense. Our schedules are posted and proper outreach is done to the homeless. We work five days a week in three different locations at the same time. We service Monday through Friday, from 7:30 am for a duration of eight hours each day or until our last load of laundry is done. On average, each van services at least 25-loads per day. Our services run throughout the year, rain or shine.

Printed By: Kayla Martin on 4/1/2022

Because people experiencing homelessness cannot access a stationary laundromat due to lack of transport, lack of finances to afford the cost of public laundromats and are often unwelcome at public laundromats; because of the social stigma surrounding those who are homeless, clean clothing is not accessible to the population. However, Loads of Hope Mobile Laundromats have the mechanism to rectify this by bringing laundry facilities to them. The mobile unit offers to reach those most in need. As encampments and individuals migrate over time, we can now prioritize placement where the homeless population gather and camp.

Each laundrovan is equipped with four washers and four dryers, a generator, a propane tank, water heater, and a hand washing sink. Each laundrovan can be placed at any location where we feel is going to be most accessible and beneficial to the clients.

Besides providing clean clothes, we are giving Covid-19 vaccinations; as well as, flu shots to the homeless.

While the service recipients wait for their clothes, Uplift All Foundation has an hour to provide services from our partners agencies in the areas of mental health, drug prevention, health care services, holistic services, and/or job training.

Project Activity or Program Service #	Describe the Deliverable
1	Quantify laundry loads on a daily, weekly, monthly and annual basis

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

Uplift All Foundation is a registered 501(c)(3) U.S. nonprofit organization with a vision to inspire and empower people experiencing homelessness in San Joaquin County. Since 2016, Uplift All Foundation has offer education services to people experiencing homelessness. We have demonstrated an educational model that bridges people experiencing homelessness with services to reengage self-worth and self-sufficiency.

Uplift All Foundation staff and volunteers achieve this by working directly with the people experiencing homelessness, coordinating various local non-profit services, businesses, public institutions and private citizens to put forth a network process in social re-engagement.

Since 2016, Uplift All Foundation has been working directly with clients to provide job training, writing classes, meditation and yoga classes. To date, we have provided over 600 free education hours for 1000's of clients annually. This unique bridge has been built thanks to the consultants and a continual leverage of resources in the City of Stockton.

In 2019, Uplift All Foundation launched the first Mobile Laundromat Program in San Joaquin County. In 2022, we are launching a fleet of three mobile laundrovans, Loads of Hope 1, Loads of Hope 2, and Loads of Hope 3. We have a team of board members, employees, staff, and volunteers working for the success of the program.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities. How will clients access the program/project?

Each mobile laundromat will be operated with three specific roles.

1. Driver/Laundromat Staff Member: This staff person will be responsible for driving the Loads of Hope Van to the designated areas. Once the mobile laundromat is stationed; this person will collaborate with an assistant to process client requests.
2. Support Staff: The support staff will ride along with the driver/staff member. Upon arrival; together they will set-up, offer the services, and breakdown to return the van to its headquarters.
3. Manager: Uplift All Foundation's manager will evaluate the city's high propensity homeless areas and will establish partnerships to park the Loads of Hope Vans within walking distance of those in need. The manager will coordinate all three vans.

The vans will be placed where the homeless population is high. The demand will dictate where we take the laundrovans. Thus, accessibility will not be an issue. The service is free and therefore, cost is not an issue for the homeless.

Project Deliverable #	Describe the Deliverable
1	Quantify service locations and loads per location

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success. What results do you expect to have achieved at the end of this grant?

On a daily basis; the units will park at different locations. Each service recipient will complete an Intake form. The form will consist of the participants information and it will offer a survey to understand the needs of those being served.

The manager will quantify the number of clients served, and enter the survey data to quantify the area need, and measure responses to the surveys. It is difficult to measure prevention, but the feedback we are getting from our clients as to how much they appreciate the services. The value of the service can be validated by the fact that every day we offer the service, clients are waiting for us even before we arrive.

The partner agency services will be orchestrated via Community Based Organization (CBO) to ensure best match for the need of our city's homeless persons.

Deliverable #	Task that Support Deliverable
1	By the number of people that are using partner services

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

Population: This program is targeting homeless persons. Via research, statistical data, and measurable outcomes; and, we will identify high propensity areas.

Benefits to the recipient: The recipient of the service will lower the risk of infectious disease; while strengthening its self-care. We have no eligibility requirements.

Benefits to the business community: City businesses and City park facilities will have lower encounters of clogged

sinks and bathrooms as homeless persons will not be challenged with washing their clothing in public restrooms.

Benefits to the community: personal hygiene plays a major part in lowering the risk of infectious disease. Loads of Hope gives an opportunity to homeless persons to practice personal hygiene.

Benefit to the city: Each load of laundry is about 10-15 pounds; if not washed, clothing would be thrown away as trash on the streets. This reduces garbage on the streets.

Covid-19 vaccinations and testing: We have been successful in encouraging and giving Covid-19 vaccinations to the homeless.

Flu Shots: We are giving flu shots to the homeless. This has helped mitigate the spread of Covid-19 and the flu.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

Loads of Hope is the only mobile Laundromat in the City of Stockton offering Free Laundry services to the homeless. We are taking the services to the homeless.

We collaborate with the following agencies and programs:

1. Downtown Business Alliance (DSA)- The organization has set-up public restrooms and showers which are being used by the homeless population.
2. St. Mary's Dining Room – We have a long standing relationship with St. Mary's and provide our services on their facilities.
3. St. John's Episcopal Church - We provide laundry services and other wrap around services at the church parking lot.
4. Showered with Love - We are aligning our services with Showered with Love to achieve full personal hygiene.
5. Alliance Church - We use their facilities in North Stockton and also coordinate with Showered with Love.
6. County Public Health - In collaboration with County Public Health, we provide Covid-19 vaccinations and testing at various locations.
7. WorkNet - In collaboration with WorkNet, we are providing on the job training to the homeless.
8. Health and Human Services - We are bringing the Human Services department to our site so that the homeless do not have to go to their office.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

Uplift All Foundation continuously engaging private donors and corporate funds. This approach brings additional outside of the local jurisdiction support to maintain the operation going beyond the CDBG Grant.

We hold fundraisers to generate income.

We work with local businesses for funding because the program not only helps the homeless, but the community at large.

Community volunteers- We have a strong core of volunteers who are dedicated to the cause.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

Stockton City Council Member Susan Lenz serves on the board of Uplift All Foundation. Enclosed you will find our agency's conflict of interest form and she has been informed of this grants submission.

H. ESG

Completed by upliftallfoundation@gmail.com on 1/22/2022 11:51 AM

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

N/A

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

Completed by upliftallfoundation@gmail.com on 1/22/2022 11:53 AM

I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

N/A

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

N/A

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	10	10	0	0.00 %
Expect to Retain	10	10	0	0.00 %

J. Policy Consistency

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

Completed by upliftallfoundation@gmail.com on 1/23/2022 11:59 AM

J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

The Loads of Hope Mobile Laundromats bring the laundry service to the homeless. The mobile vans are located within walking distance of heavily populated homeless areas.

The vans mobility eliminates the accessibility issue since we are going to the different locations and the homeless are aware of our schedules.

The services are free; thus removing the cost barrier.

We have bilingual staff thus removing the language barrier(s).

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

Our program is based on bringing access to the population in need eliminating transportation barriers for our clients.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.**

- Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons
- Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure
- Disaster Response:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

Completed by upliftallfoundation@gmail.com on 1/23/2022 12:01 PM

K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers 'Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

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1 of 4

- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

Loads of Hope 3-Laundrovans Program Budget 2022-23.pdf

Organization Operational Budgets *Required

Uplift Agency Budget 2022-23.pdf

Organization Financial Statements *Required

Uplift All 2020 Tax Returns.pdf

Tax Status *Required

UPLIFT All Foundation IRS Determination Letter.pdf

Board of Directors Roster *Required

Board Roster 2022-23.pdf

Articles of Incorporation/Bylaws *Required

Articles of Incorporation.pdf

Conflict of Interest Statement *Required

Susan Lenz Conflict of Interest form 2022.pdf

Organization chart *Required

UPLIFT All Foundation - Organization chart.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

Presidents Letter in support of grant.pdf

Business License Number *Required

Uplift Stockton License 22 - 106679.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

Uplift All Foundation Liability and Workers comp.pdf

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

Affirmative Action and Grievance Procedure.pdf

Use Permit/State License (as applicable)

***No files uploaded*

Rental or Lease agreement

***No files uploaded*

Evidence of Site Control

***No files uploaded*

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SAM.gov - screen shot of sam.gov registration *Required

Uplift All Foundation - SAMS Number.jpg

Key Program Staff Resume *Required

Ron Amador Resume 2021.pdf

Title Report

***No files uploaded*

Optional Documents

Uplift - Self certification-intake form for Loads of Hope Program.pdf

Submit

Completed by upliftallfoundation@gmail.com on 1/23/2022 12:15 PM

Case Id: 48512

Name: Uplift All Foundation - 2022/23

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Mandeep "Chinu" Mehdi

Title

Treasurer

Date

01/23/2022

Signature

Chinu Mehdi

Electronically signed by upliftallfoundation@gmail.com on 1/23/2022 12:02 PM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

Uplift CDBG 2022 Authorisation.pdf

Program Overview

Completed by jnuno@visionaryhomebuilders.org on 1/19/2022
10:24 AM

Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

Program Overview

Please provide the following information.



Community Development Block Grant (CDBG)
Emergency Solutions Grant (ESG) Program
For Fiscal Year 2022-2023

For more guidance, click [here](#) to view the full Application Instructions for Funding for CDBG & ESG

General Information and Application Instructions For Funding

The City of Stockton anticipates receiving federal funds from the U.S. Department of Housing and Urban Development (HUD) to assist low and moderate-income persons, expand economic opportunities, provide decent housing, and/or provide a suitable living environment. As a recipient of Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Home Investment Partnerships (HOME) funds, the City allocates these funds to different activities to meet priority needs and the specific objectives identified in the City's Consolidated Plan.

For the upcoming 2022-2023 Program Year, the City of Stockton expects to allocate approximately **\$645,000** to Subrecipients under the CDBG program and **\$292,000** under the ESG Program. These estimates are based on the City's 2021-2022 allocations so actual amounts may vary.

Community Development Block Grant Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD) to provide benefits to low- and moderate-income persons, eliminate slums and blight, and meet an urgent community need.

Emergency Solutions Grant (ESG) provides funding to assist the homeless or those who are about to be homeless. The program places an emphasis on helping people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

Within this framework, the City of Stockton's Housing Division has also established broad local community development objectives intended to benefit low- and moderate-income households.

EDD Goals and Objectives:

The proposed project must meet one of the following goals identified in the City of Stockton's 2020-2025 Consolidated Plan, which guides efforts to address Stockton's priority housing and community needs:

- **Housing and Services for the Homeless:** Provide housing and supportive services for the City’s homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.
- **Affordable Housing:** Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income levels. Provide homeownership opportunities for low-income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.
- **Support Economic Development:** Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons.
- **Public Services:** Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure.
- **Community Development Needs:** Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

Applications **must be received by 5:00 p.m., Monday, January 24, 2022.** Mailed, e-mailed or facsimiles applications will not be accepted. Applications are available online at <http://www.stocktonca.gov/housing>. For program information or application assistance, contact City of Stockton – Economic Development Department at (209) 937-8539 or e-mail economic.development@stocktonca.gov.

A. Eligibility

Completed by jnuno@visionaryhomebuilders.org on 1/24/2022
10:58 AM

Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

A. Eligibility

Please provide the following information.

1. CDBG National Objective

- Benefit low- and moderate- income persons
- Prevent or Eliminate slums or blight
- Fulfill community development needs that have a particular URGENT Need

2. Project Category: Please select one

If using CDBG funds:

Decent Affordable Housing

If using ESG funds

B. Contact Information

Completed by jnuno@visionaryhomebuilders.org on 1/24/2022
11:03 AM

Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

B. Contact Information

Please provide the following information.

B.1. Organization Name

Visionary Home Builders of California, Inc.

B.2. Mailing Address

315 N. San Joaquin Street Stockton, CA 95202

EXECUTIVE DIRECTOR INFORMATION**B.3. First Name**

Carol

B.4. Last Name

Ornelas

B.5. Email

cjornelas@visionaryhomebuilders.org

B.6. Phone Number

(209) 466-6811

POINT OF CONTACT INFORMATION**B.7. First Name**

Jose

B.8. Last Name

Nuno

B.9. Email

jnuno@visionaryhomebuilders.org

B.10. Phone

(209) 466-6811

ORGANIZATION CONTACT INFORMATION**B.11. Website**

www.visionaryhomebuilders.org

B.12. DUNS Number

196,737,563

B.13. EIN Number

680,062,062

B.14. Business License Number and Expiration Date

Lic #: 22-00129543 / Expiration Date: 8/31/2022

B.15. Type of Agency

501(c)(3)

B.16. Number of Paid Staff

72

B.17. Number of Volunteers

0

C. Funding Request

Completed by jnuno@visionaryhomebuilders.org on 1/24/2022
11:46 AM

Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

C. Funding Request

Please provide the following information.

C.1. Title of Proposed Project

VHB Homeownership and Rental Center: Education, Counseling and Program Enrollment Services

C.2. Project Site Location

315 N. San Joaquin Street Stockton, CA 95202

C.3. Funding Requested in this application

\$145,000.00

C.4. Other funds already secured for the project

\$241,500.00

C.5. Total Cost to Complete Project

\$386,500.00

C.6. Other funds not yet secured

\$145,000.00

D. Organization Information

Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

Completed by jnuno@visionaryhomebuilders.org on 1/24/2022
11:06 AM**D. Organization Information**

Please provide the following information.

D.1. Please describe your agency's mission.

Is to create and advocate for healthy, vibrant, safe communities through the development of affordable housing and educational opportunities for families, seniors and individuals of low and moderate income.

D.2. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in each category. (For 2021 HUD income limits for the Stockton area, please refer to them [here](#) .

Income Limits	Clients Served
Moderate Income (More than 80%)	290
Low Income (50%-80%)	583
Very Low Income (30%-50%)	436
Extremely Low Income (Less than 30%)	508
	1,817

D.3. Please list the total number of Stockton clients your agency served in the PRIOR fiscal year (2020-2021) in the race/ethnicity categories below. The total number must match the total number listed in the income categories in question #2 above.

Race	Clients Served	# Hispanic within each race
White	890	763
Black/African American	636	0
Asian	127	0
Am. Indian/Alaskan Native	18	0
Native Hawaiian/Other Pacific Islander	0	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	55	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	91	1,054
	1,817	1,817

D.4. In the Prior fiscal year (2020-2021), list the total number of Stockton clients served in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	1,526
Seniors	18
Youth	0
Homeless	0

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1 of 2

E. Project Funds**Case Id:** 48635**Name:** Visionary Home Builders of California, Inc. -**Address:** *No Address AssignedCompleted by jnuno@visionaryhomebuilders.org on 1/24/2022
2:53 PM**E. Project Funds**

Please provide the following information.

E.1. If you are submitting more than one application for Stockton funding, enter the numerical ranking of the priority of this proposal and the total number of proposals your agency is submitting for the coming fiscal year.

1 of 1

E.2. Please indicate if this application is a request for one-time funding and/or "seed" funding. If not applicable, state "N/A."

This application request is for one-time funding.

E.3. If you are applying for additional funds for a current program/project, provide a status update on the existing funds and when funds will be fully spent. Please list all CDBG and ESG funds received within the last 3 years including funding amount and their status.

Years Requested	Activity Title	Source of Funding (City and/or County)	Fund Amount	Status of Project (Complete, underway, or canceled)	Balance
FY2017/18 CDBG	N/A	N/A	\$0.00	N/A	\$0.00
FY2017/18 ESG	N/A	N/A	\$0.00	N/A	\$0.00
FY2018/19 CDBG	N/A	N/A	\$0.00	N/A	\$0.00
FY2018/19 ESG	N/A	N/A	\$0.00	N/A	\$0.00
FY2019/20 CDBG	N/A	N/A	\$0.00	N/A	\$0.00
FY2019/20 ESG	N/A	N/A	\$0.00	N/A	\$0.00
FY2020/21 CDBG	N/A	N/A	\$0.00	N/A	\$0.00
FY2020/21 ESG	N/A	N/A	\$0.00	N/A	\$0.00
FY2021/22 CDBG	N/A	N/A	\$0.00	N/A	\$0.00
FY2021/22 ESG	N/A	N/A	\$0.00	N/A	\$0.00

E.4. List all committed and proposed funding sources for your proposed project and indicate the status of each source. Attach copies of any commitment letters you may have in the required documents section.

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1 of 5

Committed Source: UnidosUS; \$241,500 The Status of this source is: Awarded

A copy of the Committed Grants Funds is provided as an attachment. It is labeled as: Leveraged Grant Funds-\$241,500 UnidosUS-VHB Award Agreement. It is uploaded into the following Application Section: Under Required Documents; Optional Documents.

E.5. What will be the impact on your agency, program, or project goals be if the program is not funded at the full amount requested? Will your organization have the ability to sustain itself if the funding allocated is less than the amount requested? Please provide detailed information to understand if this is a funding gap and/or funds used to leverage additional sources outside of Stockton i.e. County/State/Federal/Private Funds

The impact to our agency by not being funded the full amount requested is that we will have longer wait times to serve clients due to the number of staff/HUD Certified Housing Counselors available to assist. Instead of clients being able to meet with a HUD Certified Housing Counselor within 1 to 2 days after they submit an application with their supportive documents, the client may have to wait 3 to 4 days depending on the number of clients/case load a HUD Certified Housing Counselor may be experiencing at the time. Funding our agency at the full amount requested will allow us to hire and retain an adequate staffing level of HUD Certified Housing Counselors and clerical/admin staff to serve Stockton residents.

If the funding allocated is less than requested, our agency can sustain our program however, the program will experience a decrease on the number of clients served due to limited staffing levels created by a funding gap. We anticipate that in the upcoming months due to housing costs and ending of various rental subsidy and mortgage forbearance programs, a large number of renters and homeowners will be seeking our educational and counseling services. Specifically for services under our rental assistance and mortgage delinquency & default resolution programs. Additionally, we anticipate an increase of First Time Homebuyers wanting to purchase a home and seek guidance on how to save money, pay down debt, increase their credit scores and information on Down Payment Assistance Programs by the City of Stockton.

The funding being requested under the City of Stockton CDBG funds FY22-23 is to fill the funding gap identified to operate our program with an adequate staffing capacity. The program cost is: \$386,500.

Our agency has already secured and received a commitment from a private funding source in the amount of: \$241,500 from (UnidosUS) located outside of Stockton. Their commitment is 62.5% of the program budget. The remaining funding gap of \$145,000 represents 37.5% of the program budget. A copy of the Committed Grants Funds is provided as an attachment. It is labeled as: Leveraged Grant Funds-\$241,500 UnidosUS-VHB Award Agreement. It is uploaded into the following Application Section: Under Required Documents; Optional Documents.

E.6. The City's funding is intended to benefit residents of the City of Stockton. Briefly define your entire service area (e.g., a portion of the city, entire city, county).

Our agencies primary service area is serving the residents of the City Stockton located in San Joaquin County. The methodology that our agency uses to target and delineate the most efficient and effective service coverage area begins at our corporate office within our Homeownership and Rental Center in Downtown Stockton, CA (315 N. San Joaquin Street Stockton, CA 95202). At this location, our Education and Counseling services are carried out in person and via remote virtual video and phone teleconference formats. Our entire service area includes San Joaquin County although our clients served reside in the City of Stockton.

Our agency has provided housing education and counseling services to residents of the City of Stockton since 1999. Since 2008, our agency has provided Foreclosure Prevention/Default Counseling and foremost has been a local non-profit community builder of Affordable Housing since 1983; over Thirty Nine (39) years, with the majority of developments in the City of Stockton.

E.7. How does (will) your organization verify income eligibility of your clients?

Area Benefit Project service area has been identified and determined to be statistically low-income based on the 2010 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low-income percentage. Please utilize the following web application to confirm [eligibility](#). Area benefit applicants are required to confirm block groups/census tracts are eligible. Map depicting area with low/mod % is required with this application.

No

Self Certification Clients independently “self-certify” on an intake form, membership form, etc. If you use this method, please upload a blank intake form under Required Documents

No

Client Document Review Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please upload a blank worksheet under Required Documents

Yes

Presumed Beneficiaries Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons. If you use this method, please indicate which group in the space below.

No

Economic Development Beneficiaries Financial or Technical Assistance to Businesses. The number of full-time, part-time jobs created or retained; the number of businesses to be provided counseling or technical assistance (DUNS Number required at time of assistance). Please attach a blank worksheet under Required Documents

No

Other Survey, other documentation (required documentation for other governmental programs, etc. Please explain in the space below.

No

E.8. Describe in detail how your agency will use Stockton CDBG/ESG funds in this program/project.

Our agency will use Stockton CDBG funds during this grant term of FY22-23 to hire and and retain an adequate staffing level of: one (1) HUD Certified Housing Counselor, one (1) Intake Specialist/Clerical staff member and one (1) Receptionist/Admin staff member to serve Stockton residents with various Education and Counseling services. Clients will be assisted with any of the following services: Homebuyer Education/Counseling, Rental Counseling and Financial Capabilities/Education with Mortgage Delinquency & Default Resolution Counseling. A HUD Certified Housing Counselor will asses the clients needs which may include being in danger of eviction or having a need to stabilize their housing situation. We often service clients whom are are most at risk of losing their housing. Through effective client

management, we help create a housing pathway tailored to individual client needs. The HUD Certified Housing Counselors also help clients identify the root causes of why people lose their housing and empower residents to address and identify various causes of housing instability.

Per the program budget, we will use funds for Direct Program costs and Project Administration. For a specific line items breakdown of costs to be covered by this funding please refer to the Program Budget. It is uploaded into the following Application Section: Project Budget.

E.9. Select the common indicator that your agency will use to track clients.

Households: unit of measurement for housing activities only

E.10. Define the primary unit of service (e.g. number of classes provided, hours of case management, number of medical visits, number of meals served, etc.) to be used when tracking this program/project, submitting invoices, etc. Note: Do NOT reiterate the number of clients or number of households served.

The primary unit of service to be used during the grant period of FY22-23 is Activity 1 (Households): the number of clients that received Education & Counseling services and Activity 2 (Other): Program Enrollment Services via Pre, Post and Follow up counseling.

E.11. Provide a numeric GOAL for the units of service to be provided to Stockton clients by this project. Note: "Other" refers to the unit of service in question #E.10 above.

	Total
Persons	0
Households	300
Other	1,500
	1,800

E.12. Describe the service delivery methods and outreach your agency will conduct towards your target population in question E.11 above, including to low income, limited English speakers, and disabled persons.

Our agencies outreach efforts will include researching the latest marketing trends that will reach our target population in the City of Stockton consisting of clients that are: Moderate Income (More than 80%), Low Income (50%-80%), Very Low Income (30%-50%) and Extremely Low Income (Less than 30%).

During the previous FY 2021 and into 2022 due to COVID-19 health and safety precautions, our agency pivoted and enhanced our program service delivery model to provide our target populations a safe alternative. We used remote virtual video, phone teleconference formats and if needed an in-person appointment if virtual was not possible by the client. As an organization providing essential services, we adapted to the "new normal" and continued helping our clients, residents and community members with our services. Additionally, our agency was able to provide services to limited English speakers and disabled persons and will continue to do so. We have HUD Certified Counselors on staff that speak Spanish and can deliver these services in house as needed.

For this new FY22-23 grant period we will continue a hybrid of services as it turned out to be a very effective for both clients and staff. We plan to strategize effective ways to communicate and engage with our target populations. We also plan meaningful ways to incorporate the communities participation and input into our activities and services.

Examples of our service delivery methods include as follows:

- Develop and maintained a comprehensive list of resources (employment, education, social services, other transitional supportive housing agencies) available to the community

- Conduct a needs assessments with community input
- Host multiple home buyer, rental counseling and financial capability/education workshops and classes
- Engage rental community residents; low to moderate income by bringing them into the decision making process on appropriate services for their communities
- Meet with rental property/community managers to advertise our agency service to their residents
- Build community participation with various activities, programs and events
- Develop strategies to assist clients in overcoming various barriers that might impede access to services
- Initiate outreach that better address the needs of our Spanish-speaking community members
- Create a leadership platform with partner agencies for residents to exercise their voice and community power
- Meet with agency executive team and community managers to determine community needs and desired outcomes
- Plan consistent and meaningful resident and community meetings around housing and rental needs
- Promote resident involvement on housing advocacy and community issues
- Measure outcomes through surveying community needs
- Expose individuals and families information on opportunities for home ownership and rental services
- Participate in housing advocacy partner meetings and share programs provided by our agency.

F. Project Impact

Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

Completed by jnuno@visionaryhomebuilders.org on 1/24/2022
4:17 PM

F. Project Impact

Please provide the following information.

F.1. Please list the total client income of Stockton clients your agency PROPOSES to serve through this program/project for each category below in fiscal year 2022-2023. (For current HUD income limits for the Stockton area, please refer to the link [here](#).)

Income Limits	Potential Clients Served
Moderate Income (More than 80%)	270
Low Income (50%-80%)	540
Very Low Income (30%-50%)	450
Extremely Low Income (Less than 30%)	540
	1,800

F.2. Please list the total number of Stockton clients your agency PROPOSES to serve through this program/project in the race/ethnicity categories below in fiscal year 2022-2023. The **total number must match the total number listed in the income categories in question F.1 above.

Race	Clients Served	# Hispanic within each race
White	882	774
Black/African American	648	0
Asian	108	0
Am. Indian/Alaskan Native	18	0
Native Hawaiian/Other Pacific Islander	0	0
Am. Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	72	0
Am. Indian/Alaskan Native & Black/African American	0	0
Other Multi-Racial	72	1,026
	1,800	

F.3. In the UPCOMING fiscal year 2022-2023, indicate the number of Stockton clients your agency will serve in each category below:

Category	Clients Served
Disabled	0
Female Headed Households	1,530
Seniors	18
Youth	0
Homeless	0
	1,548

F.4. List the average number of unduplicated clients served daily, the total unduplicated number served annually, and the percentage of clients served that reside in Stockton for the current year, as well as the number you anticipate serving in Fiscal Year (FY) 2022-2023.

Reporting Year	Average # of Clients Served Daily	Total Unduplicated # of Clients Served Annually	Total # of Clients Served residing in Stockton City Limits
2019-2020 (Projected- if currently providing this service)	4	1,500	1,490
2020-2021 (Anticipated)	4	1,650	1,640
2021-2022	6	1,800	1,790
	14	4,950	4,920

F.5. Provide a concise description of the proposed project such as work to be performed, services to be provided. No more than 3 sentences.

During this grant period FY22-23, we anticipate a total of 1,800 persons would have received services via in person/alternative formats including virtual: Activity 1 (Households): 300 Education and Counseling services and Activity 2 (Other): 1,500 Program Enrollment Services via Pre, Post and Follow up counseling.

Activity 1 (Households): 300 clients received services in any of the following Education and Counseling services: Homebuyer-Pre-Purchase Education workshops, classes, counseling sessions, Rental Counseling/ Education orientations and workshops, Financial Capabilities/Education with Mortgage Delinquency & Default Resolution Counseling.

Activity 2 (Other): 1,500 clients received services in any of the following Program Enrollment Services: Pre, Post and Follow up counseling.

F.6. How was the need for this service/activity/project determined? Describe the challenges, needs or service gaps in Stockton that your program/projects address.

Our agency has been providing Educational and Counseling services since 1999. We are one of the local non-profit HUD Approved agencies in Stockton that provide these services at no cost to clients.

The need for this service was determined by our agency researching key issues causing housing challenges to residents of the City of Stockton. We conducted informal interviews with our current clients and residents of our multi-family low-income-housing developments and asked what situations they believed lead to residents losing or retaining their housing. We found especially during this time of COVID-19 Pandemic that a lack of communication between landlord and tenants, fluctuations in job stability and job loss, strained family or roommate relationships, poor spending habits, sudden or long term disability and illness including addictions, and changes in the housing market rates contributed.

The housing issues in Stockton are significant due to several factors including: the high cost of living in the State of California, the relatively affordable pricing of single and multi-family housing units in comparison to surrounding areas located within a one-hour distance radius and the shortage of housing units available in the general Stockton market. Per an online report provided by Rent Cafe; (<https://www.rentcafe.com/average-rent-market-trends/us/ca/sanjoaquin-county/stockton/>), 27,192 or 28% of the households in Stockton, CA are renter-occupied while 68,322 or 71% are owner-occupied". Additionally it goes on to say that "the average rent for an apartment in Stockton is \$1,503 for a Average Apartment Size of 788 sq. ft.".

Due to a shortage of low-to-moderate income housing it has led to an increase in homelessness in the City of Stockton. Per the San Joaquin County Continuum of Care; 2019 Point in Time Count of the Sheltered and Unsheltered Homeless; (<http://www.sanjoaquinccoc.org/point-in-time-sjc/>), the San Joaquin Continuum of Care counted 1,558 unsheltered homeless individuals living within the geographic region of San Joaquin County. Of those, 59% were in the City of Stockton.

The COVID-19 pandemic has increased the need for affordable housing and resources to programs and services that help individuals and families in need. Per an online report provided by Bloomberg CityLab; (<https://www.bloomberg.com/news/features/2020-07-06/why-is-homelessness-such-a-problem-in-u-s-cities>), "the coronavirus pandemic has created unprecedented new homelessness policy challenges" and further points out that "homeless advocates are concerned that once coronavirus-related rent and mortgage forbearance policies expire, many more people could be driven into homelessness".

The strain of homelessness in the community has led to issues of blight, economic insecurities, health and safety concerns and an overall sense that there is a lack of progress. We want to help make a difference in our community to provide stability to current and prospective Homeowners and Renters through our Educational and Counseling programs.

G. Project Narrative

Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

Completed by jnuno@visionaryhomebuilders.org on 1/24/2022
3:56 PM

G. Project Narrative

Please provide the following information.

G.1. How would you characterize your program/project based on the continuum of approaches to housing and public service needs listed below: (Select Top Three)

- PREVENTION - Helps prevent a problem before it emerges**
- EARLY INTERVENTION - Addresses a problem in its early manifestation to keep it from becoming worse**
- TRANSITION - Helps move clients toward a better situation, lower level of need, etc.**
- MAINTENANCE - Helps to ensure that clients do not decline, etc.**
- SELF-SUFFICIENCY - Helps move clients toward a situation in which they will no longer need the program or service**
- STABILIZATION - Helps clients attain stability so that they can work toward a better situation**

G.2. Describe in detail how the program/project will address each of the 3 housing and public service needs selected above (i.e. how it specifically addresses prevention/early intervention etc.)

Through the VHB Homeownership and Rental Center: Education, Counseling and Program Enrollment Services program, we are addressing the following three (3) continuum of approaches to housing and public service needs: Prevention, Self-Sufficiency and Stabilization. Examples for each are below:

Prevention: Preventing housing instability would also alleviate strain on local programs and services that are overwhelmed with current demand.

Self Sufficiency: By teaching individuals and families healthy financial habits and how to navigate and understand various housing programs and resources available to them (local, state and federal) by preparing participants of the program to make the best choices for themselves.

Stabilization: Our agency assess household needs to eligible individuals and families who are in danger of eviction and to stabilize those who are most at risk of losing their housing. Through effective client management, we help create a housing pathway tailored to individual and family needs. Our Housing Counselors also help clients identify the root causes of why people lose their housing and empower residents to address and identify various causes of housing instability.

G.3. Provide a detailed description of your proposed project/ activity. Describe the work to be performed, including the activities to be undertaken or the services to be provided, the goals and objectives and the method of approach. Be specific about the days/times of services and the frequency and duration of services received by the average client or participant. A timeline/schedule including activity start date and completion date must be

Printed By: Kayla Martin on 4/1/2022

submitted with the application.

Description of Proposed project:

Through the VHB Homeownership and Rental Center: Education, Counseling and Program Enrollment Services program we are providing essential services to residents of the City of Stockton to assist them with their housing needs to navigate and understand the various housing programs and resources available to them (local, state and federal). Languages that the services can be provided in house are English and Spanish. Our agency provides guidance to clients so that they can make the best choices for themselves. From preventing housing instability to building better healthy financial habits, we assist them in the process and alleviate strain on local programs and services that are overwhelmed with current demand.

Timeline/Schedule: This project will be broken out in two (2) Activities with the following schedule: Start date of 7/1/22 and Completion date of 6/30/23.

Activities are as follows:

During this grant period FY22-23 a total of 1,800 persons would have received services in person/alternative formats including virtual: 300 Education and Counseling services and 1,500 Program Enrollment Services via Pre, Post and Follow up counseling.

- Activity 1 (Households): 300 clients received services in any of the following Education and Counseling services: Homebuyer-Pre-Purchase Education workshops, classes, counseling sessions, Rental Counseling/ Education orientations and workshops, Financial Capabilities/Education with Mortgage Delinquency & Default Resolution Counseling.

- Activity 2 (Other): 1,500 clients received services in any of the following Program Enrollment Services: Pre, Post and Follow up counseling.

For a visual representation of the of the path clients take when they seek services at our agency please review the VHB PAS Dept. Client Flow Diagram_20220124 document under the Required Document Section, Optional Documents.

Days /times of Service: The days/times of services for Education and Counseling services to be rendered to clients is Monday thru Friday 8:00AM to 5:00PM.

Workshops/Classes are offered one (1) Saturday every two (2) months with the flexibility to increase to a monthly basis depending on client demand for services. An overview of Work to be performed under Activity 1 and Activity 2 is below. For additional details please refer to the VHB HC Dept-Annual Work Plan FY 2020_20210407 document under the Required Document Section, Optional Documents "Program policies and procedures for those programs that you are applying for assistance/funding".

Work to be Performed: (Activity 2: Other):

Intake: The typical entry point is a walk-in, picking up/downloading from our website an application or phone call prompted by hearing about our services by word of mouth, referral by a city or county down payment assistance program, a lender, a realtor, a community presentation with community partners or at a local church or club, a radio or TV PSA, etc. An Intake Specialist, Counselor or administrative staff person who is trained in requirements of the Privacy Act obtains and or reviews the completed Education and Counseling Programs Application Packet with Disclosure Statements and Third Party Authorization for Services. This basic information review is used to determine if the agency can assist a potential client, schedule an appointment with a housing

counselor or refer the potential client to other resources. If the potential client is eligible, basic information gathered from their application will be entered into the Client Management system (CMS). This client intake process is housing counseling and is reported to HUD under housing counseling activities.

Work to be Performed: (Activity 1: Households)

Initial Session: At their one-on-one appointment via in person or alternative location/setting format for cases in which the agency and the client mutually agree on the need for an alternative setting or alternative format (which can include: Telephonic, Remote systems, Virtual/Video Conferencing using Skype, Google Hangouts, Zoom technology, other platforms, video cameras and the internet), and cases in which the agency's facilities are not accessible by which are mutually acceptable to the housing counselor and client. a. The client meets individually with a pre-purchase housing counselor. During this appointment, the client's situation is assessed as far as their goals, credit history, income and expenses. An assessment is made to determine when they might be able to purchase a home and how much mortgage they can afford. Together with their housing counselor, a work plan is created which will allow the client to reach their goal of homeownership. If the client is already mortgage ready, we give them a list of at least three lenders to go mortgage shopping. We follow those clients through their home purchase and encourage them to come in for another appointment to review their loan documents. For those clients who are not mortgage ready, a work plan is created for them to become mortgage ready.

Work to be Performed: (Activity 1 Households / Activity 2: Other)

Follow-Up: VHB counselors will make a reasonable effort to have follow-up communication with the client, to assure that the client is progressing toward his or her housing goal, to modify or terminate housing counseling, and to learn and report outcomes. Client follow-up should be conducted by a qualified housing counselor. The counselor should make reasonable efforts to conduct a verbal (in person, phone or virtual/video conferencing) follow-up session within the first 60 days of no client contact. If unsuccessful, after two attempts to conduct a verbal follow-up session, the counselor must write a letter or send an e-mail to the client stating that such efforts have been made and inform the client that there is a need for follow-up communication. The letter will request that the client contact the housing counseling agency no later than 30 days from the date of the letter, to help the agency assess if additional client services are necessary to assist them in achieving their housing goals or if services should be terminated. Issuing surveys to assess housing outcomes does not fully meet the requirement for client follow up. Hiring a third party agency to conduct follow-up services is prohibited.

Work to be Performed: (Activity 1 Households / Activity 2: Other)

Termination of Counseling/Resolution: The housing counseling agency will document in the clients file when housing counseling services are terminated. The housing counselor must notate the Clients file with the date and cause/explanation of termination. Client files must not remain open indefinitely. The counselor must make reasonable efforts to conduct a verbal (in person, phone or virtual/video conferencing) follow-up session within the first 60 days of no client contact. If unsuccessful, after several attempts to conduct a verbal follow-up session, the counselor will write a letter or send an email to the client stating that such efforts have been made and inform the client that there is a need for follow-up communication. The letter must request that the client contact the housing counseling agency no later than 30 days from the date of the letter, to help the agency assess if additional client services are necessary to assist them in achieving their housing goals or if services should be terminated. If the agency does not have any client contact within a 90-day period, the agency must not bill or count that client as an active file against any future billing periods unless client contact is reinitiated.

Goals, Objectives and Expected Outcomes: Follow ups calls are made to check progress against the work plan. Some clients are ready within 6 months; others may take up to two years. Follow up appointments are made to keep the

client on track. If a client does not return for their follow up appointment, we use HUD's 3 touch rule to try to regain contact. If after the 3rd contact the client is not responding, the file is closed. On average, the pre-purchase counselor spends about 3 hours on a client who is mortgage ready. For a client who is not mortgage ready, approximately another 2 hours is spent every 4 to 6 months.

For additional details on our Education and Counseling services offered with additional detail for each, please refer to the VHB HC Dept-Annual Work Plan FY 2020_20210407 document under the Required Document Section, Optional Documents.

Project Activity or Program Service #	Describe the Deliverable
1	300 clients received services in any of the following Education and Counseling services: Homebuyer-Pre-Purchase Education workshops, classes, counseling sessions, Rental Counseling/ Education orientations and workshops, Financial Capabilities/Education with Mortgage Delinquency & Default Resolution Counseling.
2	1,500 clients received services in any of the following Program Enrollment Services: Pre, Post and Follow up counseling.

G.4. Describe your agency's capacity to implement this program or project (identify agency's federal grants managed, staff resources, skills and experience, number of years in operation, accomplishments to date, etc.).

Our agency has been providing services to the City of Stockton since 1983 over Thirty-Nine (39) years. From improving the living environment for farm workers living in public housing, to today's realization of being a prominent leader in the development and renovation of housing for families, senior and Veterans in the Central Valley region. The agency serves primarily low-and-moderate income families and individuals within the City of Stockton and San Joaquin County. The agency's multi-family communities has brought in from private sector partners millions of dollars into the local community.

Our agency has the capacity to implement this program with HUD Certified Housing Counselors and administrative staff ready to deliver the program. Accounting staff having the technology, tools and experience in managing the federal funds.

Jose Nuno; Vice President of Programs and Services and HUD Certified Housing Counselor, as the Direct Program Administrator of this program has over 17 years of experience and the skills in overseeing Educational and Counseling program along with various other Affordable Housing programs that range from the Development of multi-family and Single Family units to overseeing the agency's multi-family communities in the Capacity of the agency's Director of Asset Management. A copy of the Resume for Jose Nuno is included under the Required Document Section, Optional Documents.

G.5. Explain how your agency will implement this program/project and what staff will administer the activities. How will clients access the program/project?

Our agency will implement this program by advertising the program to the City of Stockton community and working with other local community agency partners.

For specific information about the how clients will be serviced through the specific program they are being assisted with, please refer to the VHB HC Dept-Annual Work Plan FY 2020_20210407 document under the Required Document Section, Optional Documents "Program policies and procedures for those programs that you are applying for assistance/funding".

For a visual representation of the of the path clients will take once they are connected with our agency for services, please refer to the VHB PAS Dept. Client Flow Diagram_20220124 document under the Required Document Section, Optional Documents.

Project Deliverable #	Describe the Deliverable
1	Jose Nuno; Vice President of Programs and Services and HUD Certified Housing Counselor, as the Direct Program Administrator of this program has over 17 years of experience and the skills in overseeing Educational and Counseling program along with various other Affordable Housing programs that range from the Development of multi-family and Single Family units to overseeing the agencies multi-family communities in the Capacity of the agencies Director of Asset Management.
2	Two (2) Hud Certified Housing Counselors will be conducting the Initial Client Sessions assisting clients with their Education and Counseling needs that include: Homebuyer-Pre-Purchase Education workshops, classes, counseling sessions, Rental Counseling/ Education orientations and workshops, Financial Capabilities/Education with Mortgage Delinquency & Default Resolution Counseling.
3	One (1) Intake Specialist will be conducting client file preparation including Data Entry of Client Files and Coordinating Set up of Workshops/Classes). The Intake Specialist will assist the client prior them prior to being serviced by a HUD Certified Housing Counselor.
4	One (1) Receptionist/Admin will be receiving and returning client inquiries as part of carrying out Program Enrollment Services for Clients from the entry point they seek services which include: Pre, Post and Follow up counseling.

G.6 Describe how you will measure the effectiveness of this program/project. Describe your criteria for success.

What results do you expect to have achieved at the end of this grant?

Our agency measures our success and failures using SMART goals. We set specific, measurable, aggressive yet achievable, relevant and time bound outcomes. This enables us to measure our production and successes more effectively. A Phase and Gates model is used to measure progress and outcomes and helps us to define the success of our models. For this program we will be reviewing the client services on a Weekly, Monthly and Quarterly basis. Adjustments will made as needed throughout the grant funding period and changes will go into effect no later than on a Monthly and Quarterly basis to achieve Activity Goals.

Deliverable #	Task that Support Deliverable
1	At the Monthly Check of Activity 1 Client Services provided, Program Administrator will review report to see if a minimum of 25 clients have been serviced under Education and Counseling services that include: Homebuyer-Pre-Purchase Education workshops, classes, counseling sessions, Rental Counseling/ Education orientations and workshops, Financial Capabilities/Education with Mortgage Delinquency & Default Resolution Counseling.
2	At the Monthly Check of Activity 2 Client Services provided, Program Administrator will review report to see if a minimum of 125 clients have been serviced under any of the following Program Enrollment Services: Pre, Post and Follow up counseling.
3	At the Quarterly Check of Activity 1 Client Services provided, Program Administrator will review report to see if a minimum of 75 clients have been serviced under Education and Counseling services that include: Homebuyer-Pre-Purchase Education workshops, classes,

	counseling sessions, Rental Counseling/ Education orientations and workshops, Financial Capabilities/Education with Mortgage Delinquency & Default Resolution Counseling.
4	At the Quarterly Check of Activity 2 Client Services provided, Program Administrator will review report to see if a minimum of 375 clients have been serviced under any of the following Program Enrollment Services: Pre, Post and Follow up counseling.

G.7. Describe the population this program/project will serve and how they will benefit. Does your program target a special group (i.e., homeless, special needs, elderly) that benefits or will benefit from your program? What are your eligibility requirements?

The population this program will assist includes persons that are in the following incomes that range from the following:

- Moderate Income (More than 80%)
- Low Income (50%-80%)
- Very Low Income (30%-50%)
- Extremely Low Income (Less than 30%)

Clients so long as they are not individuals seeking services as an investor of rental apartments or single family homes will benefit from our services as anyone can take advantage of any our Educational and Counseling services regardless of their income level. Our services are for people who reside in the in their own primary housing unit/home dwelling. The services offered to clients is custom to each client depending on their specific situation at that moment of time that they are seeking assistance. regardless of the AMI income level.

G.8. Briefly explain how this service/activity/project differs from other programs providing similar services in Stockton/San Joaquin County. Also indicate any networking or collaboration which occurs with agencies or programs providing the same or like services AND their role in this specific program/project.

Our program differs from other services offered within the City of Stockton, as Visionary Home Builders is a local HUD Approved Counseling agency with HUD Certified Housing Counselors based in the City of Stockton. We specialize in teaching individuals and families healthy financial habits and how to navigate and understand various housing programs and resources available to them (local, state and federal) by preparing participants of the program to make the best choices for themselves. Our agency collaborates with various local non-profits (i.e. El Concilio and Community Partnership for Families of San Joaquin County) and governmental agencies (i.e. Housing Authority of the County of San Joaquin and San Joaquin Fair Housing) and refers clients to services that we believe may assist the client further beyond/in addition to the service that we offer.

Additionally, through our multi-family communities located throughout the City of Stockton we can quickly share and connect our multi-family residents to resources and services offered in the City of Stockton.

G.9. Describe leveraging or sustainability efforts your organization is implementing to ensure the long-term viability of this program/project.

Our agency is actively engaged in an ongoing basis for funding opportunities and grants by Local State, Federal and Private entities. This is done on an ongoing annual basis seeking funding ranging from \$150,000 to over \$400,000.

G.10. Identify any potential conflict of interest with this application for federal funds. Conflict of interest may exist with employees of the organization who sit on community boards, commission, or committees. Similarly, City of Stockton Council members or City employees who may sit on your board of directors pose possible conflicts of interest.

No potential conflict of interest identified at this time with this application for federal funds.

H. ESG

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Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

H. ESG

Please provide the following information.

H.1. For ESG only Number of Beds:

0

H.2. Provide a concise description of the proposed project and how will directly prevent, prepare for and/or respond to the COVID-19 pandemic.

Due to COVID-19 pandemic our program is essential for families to get the assistance and guidance they need to find resources to assist them with Rental Counseling, rental subsidy resources, Financial Education and Mortgage Delinquency & Default Resolution Counseling. As a HUD Approved Agency with HUD Certified Housing Counselors our staff can advise clients with accurate and latest information and programs available to assist them through their crisis at no cost to them. Clients will participate on an Initial Counseling Session where they will go over with a HUD Certified Counselor and guide them on options/solutions to assist in overcoming their issue. Please note, at times, due to the complexity of a clients situation it is not a guarantee that even an action plan; created by the client with the assistance of the HUD Certified Counselor, is followed it still may not remove the barriers to resolve the Clients' issue.

H.3. Will the service to be provided with these funds fill a service gap needed to be addressed?

Yes

H.4. Duplication of Benefits: Federal finance assistance was provided to my organization to addresses losses resulting from a federally declared emergency or disaster, and my organization has not received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance) and the total amount of funding received does not exceed the total needs for those costs.

No

I. Public Facility Project

Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

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I. Public Facility Project

Please complete this step if you are applying for a Public Facility project. If not, please mark this step as complete and continue.

I.1. Is your agency requesting funds for a Public Facility project (e.g. construction)?

No

I.2. Please describe all planning/predevelopment steps that have been completed to date. (e.g., architectural plans, engineering, land use approvals, permits, funding commitments, etc.)

N/A

I.3. Provide a detailed narrative (e.g. rehabilitation or new construction) and a detailed scope of work.

N/A

I.4. Does the agency own or lease the property where the project will occur? Who is the legal property owner? If you are leasing, please provide a copy of the lease in the required documents section. If you do not have site control, describe your site control plan.

N/A

I.5. Will relocation be required if the building is occupied?

No

If yes, describe and attach your agency's relocation plan in the required docs section.

N/A

I.6. Identify the project team. (e.g. architect/engineer/general contractor, and or consultants).

N/A

I.7. Has a market study, property needs assessment and/or other evaluation that identifies the need for the proposed project been completed? If so, describe and upload the project reports and schedule). If no reports have been completed, explain how you plan to proceed.

N/A

I.8. When will construction start and end? Provide a timeline with all critical milestones.

N/A

I.9. Is this project a multi-phased activity?

No

I.10. Will this project require implementation of Davis-Bacon/Fair Labor Standard Act requirements? Note: Please contact staff immediately if you have questions regarding Davis-Bacon requirement or for more information [click](#)

[here.](#)

N/A

I.11. For Public Service, Public Facility projects and Economic Development activities: Is this a new program/service or an expansion of an existing program/service? Explain.

N/A

I.12. For Economic Development activities only. Indicate the number of full-time and part-time jobs you expect to be created and retain, if your application is funded. Also indicate number of jobs likely to be filled by a low-income person:

Job Type	Total Full-Time Jobs	Total Jobs Full-Time & Low-Income	Total Part- Time Jobs	Percent of Part-Time Jobs that will be Low-Income
Expect to Create	0	0	0	0.00 %
Expect to Retain	0	0	0	0.00 %

J. Policy Consistency

Case Id: 48635

Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

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J. Policy Consistency

Please provide the following information.

J.1. Identify AT LEAST ONE barrier in implementing your program/project:

- A marketing and publicity campaign that provides consumers with additional education and information about the agency's programs and services.
- Coordination and collaboration with other service providers.
- Accessing and utilizing "un-tapped" resources
- Removing barriers that limit access to services and participation (e.g. language, time, cost, transportation, etc.).

J.2. Describe in detail how the program/project will address the barrier selected in question I.1.

We will reach out to community partners and funders for any advise/suggestions to help ensure our program is meeting the needs of the community.

Our agency collaborates with various local non-profits (i.e. El Concilio and Community Partnership for Families of San Joaquin County) and governmental agencies (i.e. Housing Authority of the County of San Joaquin and San Joaquin Fair Housing) and refers clients to services that we believe may assist the client further beyond/in addition to the service that we offer. This will help in determining if we need to make adjustment or create a new program that will help meet any new community needs.

J.3. Describe in detail how the program/project is accessible to clients via public transportation, and if applicable, any measures used to specifically reduce the transportation barriers for clients

During this grant period we do not foresee any accessibility issues or transportation barriers issues for our clients to receive services. We are near to public transportation in Downtown Stockton if a client needed/wanted to receive services in person inside our office. This would be the in person option for clients that were not able to have access to to an electronic device (mobile phone, tablet, computer) that would allow them to be provided services via Virtual format. If they do not have an electronic device or want to participate with the Counselor in person, we would explore alternatives that would work for the client and counselor an effort to provide the service without incurring a transportation barrier to the client.

J.4. Identify AT LEAST ONE City of Stockton U.S. Department of Housing and Urban Development (HUD) FY 2020-2025 Consolidated Goal that relates to your program/project:

- Housing and Services for the Homeless: Provide housing and supportive services for the City's homeless populations, including emergency, transitional, and permanent supportive shelter, as well as rapid rehousing and homelessness prevention. Increase and maintain transitional housing opportunities with supportive services to

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improve outcomes and stability and promote successful transitions into permanent housing. Expand the housing first model to provide permanent housing units with intense wrap-around services on-site.

Affordable Housing: Preserve, improve, and expand the supply of decent affordable housing for lower-income households. Increase the supply of affordable multifamily housing units targeting households at extremely low- and very low-income households. Provide homeownership opportunities for low-income-moderate income first-time buyers. Assist existing low-income owner-occupied households keep their homes safe and well maintained by providing rehabilitation funding and other needed assistance.

Support Economic Development: Promote economic development activities that create, attract, and retain jobs and promote economic activity and vitality, especially those that provide economic opportunities for low- and moderate-income persons. Prioritize and expand job readiness programs targeting low-income youth, disabled persons, and homeless persons

Public Services: Ensure the provision of high-quality public services to support ongoing community development, including the provision of funding for fair housing services, among other activities. Actively and faithfully promote fair housing and investigate housing discrimination. Prioritize the maintenance and improvement of municipal services, facilities, and infrastructure

Disaster Response: Support disaster response and recovery activities in the event of a local, state, or national disaster or emergency.

K. Required Documents

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Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

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K. Required Documents

Please provide the following information.

Please upload the required documents below.

Articles of Incorporation/Bylaws

Conflict of Interest Statement (if not included in Bylaws)

Organization Chart

Board of Directors Roster – A current roster of the organization’s officers and members of its Board of Directors, which includes their name, position held, address, telephone number, and current employer(s). Please note any conflicts of interest falling under 24 CFR 570.611.

Board of Directors' authorization to request CDBG/ESG/ESG-CV funding

Business License Number – The City of Stockton requires all non-profits to maintain a business license. Non-profits may obtain a business license, free of charge, on the 1st floor of City Hall.

Organization Operational Budgets – A copy of the organization’s operational budget for the current fiscal year and proposed budget for the 2021-2022 fiscal year.

Organization Financial Statements – Please submit one of the following:

- For organizations that received City funding in prior years: an audited or reviewed compilation report performed by a Certified Public Accountant for the most recent year.
- For all other organizations, an audited report: a compilation report, or the organization’s bookkeeping records in the form outlined above (Balance Sheet, etc.), for the most recent year.

Tax Status – Each applicant must have 501(c)(3) or tax-exempt non-profit status. Please submit one of the following verifying documents:

- A determination letter from the U. S. Internal Revenue Service, confirming 501(c)(3) Tax-exempt status of organization
- A letter from the California State Franchise Tax Board certifying tax-exempt status of organization.

SAM.gov – screen shot of sam.gov registration

Personnel Policies including Affirmative Action Plan and Grievance Procedure

Insurance certificate -Type of Insurance Carried, Bonding, Workers 'Compensation

- **Project Budget** – A copy of the project budget (separate from operational budget) showing all funding sources and uses. Identify specific items that City funds would pay for if approved. For public facility improvement/construction projects; care should be taken in presenting a budget which reflects accurate labor and material costs, including all sources and uses and budget assumption for development phases
- **Scope of Work including project timeline**
- **Affirmative Action Plan a written program in which an employer details the steps it has taken and will take to ensure the right of all persons to advance on the basis of merit and ability without regard to race, color, religion, sex, national origin, age, disability.**
- **Section 504 Handicap Accessibility of the ADA Section 504 states that "no qualified individual with a disability in the United States shall be excluded from or denied the opportunity to receive benefits and services from certain programs.**

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- Procurement Plan (Typically a minimum of 3 bids, quotes, or estimates is required WBE/MBE Outreach, etc.)
- Necessary federal state and local permit and license (as applicable) – For first time applicants, new projects, or expansion of existing facilities. Include date of approval and status, as applicable.
- Copy of Rental or Lease agreement (required if applicant is proposing to use CDBG funds to make a portion of lease payments)
- Evidence of Site Control- For public facility/construction projects, provide a copy of the deed trust to project site
- Title Report -For public facility/construction projects/substantial rehabilitation
- Include all program policies and procedures for those programs that you are applying for assistance/funding
- Optional Documents

Documentation

Project Budget *Required

Budget-VHB Program Budget FY22-23_20220124.pdf

Organization Operational Budgets *Required

VHB-Budget FY22-23.pdf

VHB-Budget FY21-22.pdf

Organization Financial Statements *Required

2020 Visionary Home Builders Final Audit.pdf

Tax Status *Required

VHB 501(c)(3) Exempt Status Letter_2018-11-13.pdf

Board of Directors Roster *Required

VHB-Board of Directors 2022 Roster.pdf

Articles of Incorporation/Bylaws *Required

VHB Articles of Incorporation.pdf

Conflict of Interest Statement *Required

VHB-Board Conflict of Interest Statement.pdf

Organization chart *Required

VHB Org Chart 2022-01-18.pdf

Board of Directors' authorization to request CDBG/ESG funding *Required

VHB BOD-Authorization to Request FY22-23 CDBG Funding.pdf

Business License Number *Required

VHB-Business License-City of Stockton_Up to 8-31-2022.pdf

Type of Insurance Carried, Bonding, Workers 'Compensation *Required

VHB-Insurance Certificate_2022.PDF

Personnel Policies including Affirmative Action Plan and Grievance Procedure *Required

VHB-Personnel Policies-Highlighted_Employment Handbook 2.23.2020 Final.pdf

Use Permit/State License (as applicable)

NA Page.pdf

Rental or Lease agreement

VHB-Lease Agreement_PAS Dept..pdf

Evidence of Site Control

NA Page.pdf

SAM.gov - screen shot of sam.gov registration *Required

SAM.gov_VHB Administrator & Agency Entity Info.pdf

Key Program Staff Resume *Required

Resume-Jose A. Nuno_20220123.pdf

Title Report

NA Page.pdf

Optional Documents

Leveraged Grant Funds-\$241,500 UnidosUS-VHB Award Agreement.pdf

VHB Property Map - Revised January 2022.pdf

Client Application for Services-PAS Education and Counseling _20210830.pdf

VHB HC Dept-Annual Work Plan FY 2020_20210407.pdf

VHB PAS Dept. Client Flow Diagram_20220124.pdf

Submit

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Name: Visionary Home Builders of California, Inc. -

Address: *No Address Assigned

Submit

Please provide the following information.

Applicant certifies that CDBG/ESG funding will not be utilized in a manner that would be considered a duplication of benefits.

I hereby certify that I have read this application, and the exhibits thereto, and know the contents thereof, and that the statements therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Name

Jose Nuno

Title

Vice President of Programs and Services

Date

01/24/2022

Signature

Jose Nuno

Electronically signed by jnuno@visionaryhomebuilders.org on 1/24/2022 4:20 PM

Please download and upload the Certification page [here](#).

Certification Page ***Required**

VHB-BOD-Submission Authorization FY22-23 Certification Page.pdf