

STAFF REPORT
COUNCIL MEETING DATE
March 26, 2012

ITEM FOR COUNCIL CONSIDERATION

Receive recommendations on the Community Development Block Grant (CDBG) Public Services Grant Applications and allocate program funds.

Report prepared by:
Shanna R. Farley, Assistant Planner
Community Development Department


Signature

Reviewed by: Jackie Campbell
Community Development Director


Signature

Dave Durlfing, City Manager


Signature

STAFF RECOMMENDATION

Action Item X; Non-Action Item

Follow the recommendations of the Community Development Block Grant Committee and allocate funding as follows:

- | | |
|--|---------------|
| 1. Friendship Adult Day Care Center, Inc – Adult Day Care Service Program | \$5,000 (24%) |
| 2. Girls Inc of Carpinteria – Academic Coordinator for Low Income
and Working Poor Students | \$0 |
| 3. Peoples' Self Help Housing – Housing the Homeless | \$8,000 (38%) |
| 4. Peoples' Self Help Housing – Youth Education Enhancement Program | \$8,000 (38%) |
| 5. United Way of Santa Barbara – Financial Empowerment Program | \$0 |
| 6. United Way of Santa Barbara – Fun in the Sun (FITS) | \$0 |

Motion: I move to allocate Community Development Block Grant Funding in the amounts recommended by the CDBG Committee.

I. BACKGROUND

Under the 2012-2013 Comprehensive Notice of Funding Availability, the County of Santa Barbara invited applications for funding through the federal Community Development Block Grant program. The funding is made available by the United States Department of Housing and Urban Development. As a lead agency, the County of Santa Barbara heads up the CDBG Urban County which includes the cities of Santa Maria, Lompoc, Goleta, Buellton, Solvang and Carpinteria.

In November 2006, the County of Santa Barbara received approval of an application for Urban County status to allow participation in the Community Development Block Grant (CDBG) Program. To assist in allocating the grant funds from this federal Department of Housing and Urban Development (HUD) program, the Council appointed a three-member committee comprising one City Planning Commissioner and two members of the public who reside in the City. The Committee serves as a review body and each year reviews the submitted applications and makes recommendations to the City Council on grant funding to support the following priorities identified in the Consolidated Plan:

- Revitalize public infrastructure for low-income neighborhoods;
- Provide assistance to low-income neighborhoods by funding critical community facilities (neighborhood centers, etc.);
- Public service funding to low-income persons in the descending priority of those that meet basic critical needs, are preventative in nature or enhance the quality of life; and
- Provide resources that improve the overall economic health of low-income neighborhoods.

The City's first program year was 2007. Each successive year we have seen more applicants and have received a slightly larger amount of funds, until this year when our County allocation was reduced through the federal budget process for the overall CDBG program. The estimated allocation amount may be reduced by the Department of Housing and Urban Development prior to final funding of the projects. For example in 2011, the City's allocation was reduced from \$28,764 to \$22,309, reducing the funding by 16.5%. In expectation of modification of the final CDBG allocation, the staff report and committee's recommendation includes both a monetary and percentage allocation as part of the recommended action. The City's historic annual allocation amounts and the Council's history of grant awards is included in Attachment B of this staff report.

II. DISCUSSION

The CDBG Committee met on February 16, 2012. Together, the Committee reviewed and discussed the six applications. Several of the applicants were present and answered questions from the Committee members. The Committee's recommendations are summarized in Table 1 with a discussion of each program and the Committee's recommendations below. Overall, the Committee felt that keeping people in permanent housing was the top priority for this year's allocations. The Committee's second priority was addressing youth education programs. As can be seen in Table 1 below, there are more requests for grant awards than grant awards available. This is an indication that the funds are a needed contribution to services offered in our community.

The City's 2012-2013 CDBG allocation is \$21,046. The following table summarizes the requests and the CDBG Committee's recommendations which account for \$21,000. The remaining \$46 may be deferred to the 2013-2014 allocation period.

**Table 1
 2012 Grant Applications**

Applicant	Proposed Program	Amount Requested	Amount Recommended	Percentage Recommended
Friendship Adult Day Care Center, Inc	Adult Day Care Services Program	\$10,000	\$5,000	24%
Girls Inc of Carpinteria	Academic Coordinator for Low Income and Working Poor Students	\$10,000	\$0	0%
Peoples' Self Help Housing	Housing the Homeless	\$8,000	\$8,000	38%
Peoples' Self Help Housing	Youth Education Enhancement Program for Low-Income Youth (YEEP)	\$8,000	\$8,000	38%
United Boys and Girls Clubs of Santa Barbara County	Licensed After School Care	\$10,000	\$0	0%
United Way of Santa Barbara	Financial Empowerment Program	\$5,975	\$0	0%
United Way of Santa Barbara	Fun in the Sun (FITS)	\$4,000	\$0	0%

Friendship Adult Day Care Center, Inc – Adult Day Care Services Program

The Friendship Adult Day Care Center provides adult care services which allow aging and dependent adults to continue living independently as long as possible while supporting their family caregivers. The Friendship Center has two locations: Goleta and Montecito and also provides transport for some of its clients. The majority of clients have Alzheimer's disease, while others have related cognitive disorders or conditions related to aging, with an increasing number of developmentally disabled adults as this population ages. The Center serves adults from 55 to 99 years old, with an average age of 83. The program also aims to allow adult caregivers an opportunity to meet their own needs and gain respite from the duties of adult care. Approximately 50% are adult children with full-time jobs and families of their own, while others are spouses or friends who may themselves be elderly. Respite allows caregivers the time and peace of mind to meet other responsibilities.

The Adult Day Care Center provides enlivening activities and social interaction for its participants. The activities reduce loneliness, anxiety and depression and often delay or prevent the need for long-term care or institutionalization. The program provides a safe, secure and nurturing environment with an on-site nurse and counselor. The program provides warm nutritious meals, promotes physical and mental health and can prevent self-neglect or possible elder abuse. Respite from the stress and demands of care giving allows caregivers time to rest, attend to their own well-being and to fulfill other responsibilities such as jobs and families, thus supporting their ability to care for their loved ones, who are then able remain at home as long as possible. The requested funding would be used to support the South Santa Barbara County area, where 77% of participants are of low to moderate incomes.

The applicant had requested \$10,000 during this fiscal grant period. The applicant was appreciative of any support which would improve and increases services provided to Carpinteria residents. The

Committee appreciated the need for elderly and aging care services in the community, and recognized that the program provides services directly to residents of the City of Carpinteria. Therefore, the Committee recommended allocating funding of \$5,000 or 24% of the CDBG allocation.

Girls Inc of Carpinteria - Academic Coordinator for Low Income and Working Poor Students

Girls Inc provides an after-school program for nearly 100 low-income and children of working poor, between the ages of 5 to 15 years old. The program offers education-related activities to girls in Carpinteria. Girls Inc has requested funding to support staffing of an Academic Coordinator position. The Academic Coordinator (AC) will work closely with students, parents, and teachers to improve academic achievement among students from low-income and working poor families. The AC position will help meet the needs of low performing students in Carpinteria by working closely with necessary stakeholders to develop support plans for students during after-school hours. There are many students performing below grade level and many face significant structural barriers to success on a constant basis. Girls Inc has worked with the Carpinteria Unified School District to determine how the AC could be used to improve the Girls Inc role in the development of youth programs and activities. The program would offer structured homework assistance and tutoring. The program would also include programs which include economic literacy, media literacy, engineering, math, adventure sports, leadership and advocacy.

Girls Inc requested \$10,000 during this fiscal grant period. Although the Committee appreciated the services and youth programs provided by Girls Inc to residents of the City of Carpinteria, the Committee did not recommend allocation of funding during this fiscal period given the limited funding available and the funding priorities established by the committee.

Peoples' Self-Help Housing Corporation - Housing the Homeless

Peoples' Self-Help Housing's "Housing the Homeless" program seeks to end homelessness and encourage independent living, by working to implement many of the policies outlined in the County of Santa Barbara's Ten-Year Plan to End Chronic Homelessness. Target populations benefited by this program are homeless individuals, low income and very low income residents of Peoples' Self-Help Housing's affordable rental complexes in Carpinteria, Isla Vista, Goleta, Guadalupe and Orcutt. In Carpinteria, Peoples' will have set aside 20 units to house chronically homeless individuals.

The program provides supportive services to ensure that homeless individuals stay housed and are successful in their transition from homelessness to stable, independent lives. The program includes a director and a case worker who work directly with families at risk of homelessness. Case management may include counseling, budgeting, working with employer insurance programs, job search, medical assistance, school liaisons, and emergency funds for food and household goods. Additionally, there is collaboration with various other community agencies such as the Rescue Mission, Casa Esperanza and Domestic Violence Solutions.

The Committee appreciated the need for a regional effort to address the issue of chronic homelessness and recognized that the program provides services directly within the City. The applicant requested \$8,000 during this fiscal grant period. Therefore, the Committee recommended allocating funding of \$8,000 or 38% of the CDBG allocation, the same amount as was allocated to this program last year.

Peoples' Self-Help Housing Corporation – Youth Education Enhancement Program

The Youth Education Enhancement Program (YEPP) is a year-round educational program for 60 children from kindergarten to 12th grade that operates at both the Chapel Court and Dahlia Court Apartments complexes. The program provides individualized lesson plans, one-on-one instruction and regular communication with parents and teachers. The objectives of the program are to maintain an average daily attendance, improve students' study habits, survey parents to obtain feedback on the program's success and incorporate volunteers into the program. The programs aim to increase grade levels in math and language arts and improve STAR test scores in math and English. The programs also provide parent educational workshops which reinforce their children's school success and include topics in college preparation, scholarship opportunity, drug and gang prevention and career exploration.

The Committee expressed strong support for the program, particularly in its ability to directly and efficiently provide services to a large number of low income families within the City and its mission to complement the education that students receive in our local schools. The applicant requested \$8,000 during this fiscal grant period. The Committee recommended full funding for the YEPP at \$8,000 or 38% of the CDBG allocation.

United Way of Santa Barbara County – Fun in the Sun Carpinteria (FITS)

FITS was created in 1997 as a response to Santa Barbara County's need for a summer program for the hundreds of children who do not have a safe place to go during the summer vacation months. The United Way of Santa Barbara County (UWSBC) coordinated with various local agencies and the Santa Barbara School District to offer a summer enrichment program for local, at-risk children. The programs serve children between the ages of six and 14 years who are qualified on an income basis. The UWSBC has requested funds to grow the FITS program in Carpinteria to include one additional "pod" of 13 children and improve the quality of the program during the 2011 summer.

The Committee expressed appreciation for the services provided by UWSBC – FITS Carpinteria Program. The Committee analyzed the application and the beneficiary information provided and found that the services provided as part of the FITS program were duplicative of services provided by other local agencies already operating in Carpinteria such as like the Boys and Girls Club and Girls Inc. The Committee noted that UWSBC receives funding from other sources. Based on the review of the application and consideration of other service requests, the Committee recommended that the program not receive CDBG funding during this grant period given the limited funds available and the priorities established by the Committee.

United Way of Santa Barbara County – Financial Empowerment Partnership

The Financial Empowerment Program is an initiative designed to increase long-term financial assets for low-income families through five programs. The five programs include Volunteer Income Tax Assistance, Financial Literacy Education, 529 College Plans, Retirement Accounts, and Emergency Savings Accounts. The grant request would fund staff support for the Community Impact Coordinator and Executive Director, Support VITA sites at Santa Barbara and Dos Pueblos High Schools, and curriculum and supplies for financial literacy. The program goals include an increase of 20% participation in its programs and increase in clients opening and utilizing savings, college and retirement accounts.

The United Way has requested \$5,975 for the Financial Empowerment Partnership. The Committee acknowledged the importance of financial empowerment programs in the community, but based on

the review of the application and consideration of other service requests and program priorities, the Committee recommended that the program not receive CDBG funding during this grant period.

III. FINANCIAL CONSIDERATIONS

The City's CDBG funds are intended to be used to support improved community facilities and services. The amount of money the City receives is determined by HUD through a statutory formula, which uses several objective measures of community needs including the extent of poverty, population, housing overcrowding and age of housing. The City's allocation under the CDBG program was reduced as was the entire County allocation due to federal budget cuts.

IV. LEGAL ISSUES

HUD has approved the Urban County as a long-term CDBG-eligible program. Therefore, the City can expect to continue to receive funds through the CDBG program into the future.

V. ALTERNATIVES

The Council could choose to modify the Committee's recommendation and disburse the funds differently.

The Council could choose to award the grants as recommended by the Committee as well as supplement those awards with general fund money as has been done on a limited exceptional basis in past years.

The Council could also choose to fund only some of the requests and defer the remainder of the funding until next year's allocation cycle. However, the City cannot stockpile the money indefinitely under this program and would eventually have to allocate the funds or they would be lost.

VI. ATTACHMENTS

- A. 2012 Applications for Grants
 - 1. Friendship Adult Day Care Center, Inc – Adult Day Care Service Program
 - 2. Girls Inc of Carpinteria – Academic Coordinator for Low Income and Working Poor Students
 - 3. Peoples' Self Help Housing – Housing the Homeless
 - 4. Peoples' Self Help Housing – Youth Education Enhancement Program
 - 5. United Way of Santa Barbara – Financial Empowerment Program
 - 6. United Way of Santa Barbara – Fun in the Sun (FITS)

- B. Prior Grant Awards – 2007 to 2011

Attachment A-1

**Friendship Adult Day Care Center, Inc
Adult Day Care Service Program**



**COUNTY OF SANTA BARBARA
HOUSING AND COMMUNITY DEVELOPMENT
CDBG PUBLIC SERVICES PROGRAM**

Project Proposal for Program Year 2012-2013

FOR OFFICIAL USE ONLY

Rec'd _____

Initials _____

Logged

Scanned

Total Requested Program Funding by Jurisdiction:
(Check all that apply)

Santa Barbara County \$ 18,000

Carpinteria \$ 10,000

Solvang \$ _____

Are you also applying for program funding through any of the listed jurisdictions' NOFAs? (Check all that apply)

Goleta \$ 8,000

Lompoc \$ _____

Santa Maria \$ _____

Section A – General Program Information Summary

1. Program Title: Adult Day Services Program
2. Brief Summary of the Program: Friendship Center's adult day services allow aging and dependent adults to continue living independently as long as possible while supporting their family caregivers.
3. Service Area of Proposed Program (i.e., specific city, countywide, etc.) Goleta, Santa Barbara, Carpinteria

Section B – General Applicant Information

1. Legal Name of Applicant Organization: Friendship Adult Day Care Center, Inc.
2. Are you a 501(c) organization? yes no
(All agencies must complete a Board of Directors Affidavit on page 14)
3. Address of Organization:
 - a. Street: 89 Eucalyptus Lane Suite # _____
 - b. City: Santa Barbara State: CA Zip: 93108
4. Mailing Address (if different from above):
 - a. Street: _____ Suite # _____
 - b. City: _____ State: _____ Zip: _____

5. Person to Contact Regarding this Application:

- a. Name: Heidi Holly
- b. Relationship to Agency: Executive Director
- c. Street: 89 Eucalyptus Lane Suite/Apt. #
- d. City: Santa Barbara State: CA Zip: 93108
- e. Work Phone: (805) 969 - 0859 Ext.
- f. Fax: (805) 565 - 3828
- g. E-mail: heidi@friendshipcentersb.org

6. Name and contact information of Fiscal Agent:

- a. Name: Harvey Wolf, Board of Directors' CFO
- b. Agency / Organization: Attorney
- c. Street: 1114 State St. Suite # 200
- d. City: Santa Barbara State: CA Zip: 93101
- e. Work Phone: (805) 966 - 1671 Ext.
- f. Fax: () -
- g. E-mail: harvey@harveywolf.com

7. Organization's Federal Identification Number (Tax ID #) 95-3398938

8. Agency Organizational DUNS number: 170-944367
(If you do not have a DUNS number, go to <http://fedgov.dnb.com/webform> to register)

9. Are you registered with the California Attorney General Registry of Charitable Trusts? yes no

10. If yes to question 10, please provide your Registry of Charitable Trusts Registration Number: # CT-037419

Section C – Program Description Narratives

1. Please describe the target population you intend to serve in your program (150 words or less)

The population served by Friendship Center are dependent adults, whether they be elders or others with cognitive disabilities, and their family caregivers. The term “members” is used in reference to the participants in our day services program. The majority of members have Alzheimer’s disease, while others have related cognitive disorders or conditions related to aging, with an increasing number of developmentally disabled adults as this population ages. Ages range from 55 to 99, with an average of 83.

As important as services provided to participants in our program are those received by their caregivers. Approximately 50% are adult children with full-time jobs and families of their own, while others are spouses or friends who themselves may be elderly. Respite allows caregivers the time and peace of mind to meet other responsibilities.

2. Please describe the unmet community need this project proposes to meet, and describe the methodology and resources used to identify this unmet need (200 words or less)

- Enlivening activities and social interaction reduce loneliness, anxiety and depression and often delay or prevent the need for long-term care or institutionalization
- A safe, secure, and nurturing environment with an on-site nurse and counselor and warm nutritious meals promotes physical & mental health and can prevent self neglect or possible elder abuse.
- Respite from the stress and demands of caregiving allows caregivers time to rest, attend to their own well-being and to fulfill other responsibilities such as jobs and families, thus supporting their ability to care for their loved ones, who are then able remain at home as long as possible.

Friendship Center reviews studies and literature regarding the needs of dependent elders and their caregivers to shape its programs. Without Friendship Center, many families would be forced to prematurely institutionalize their loved ones or to hire expensive in-home caregivers.

3. Describe the proposed project: How will your agency use these grant funds to address the unmet community needs described above? **Please be sure to include what the requested grant funds will be used for specifically.** (250 words or less)

Funding will be used to support Friendship Center's adult day services program, serving families in South Santa Barbara County who are caring for aging and dependent adult loved ones. Of the families we serve, 77% qualify as low- to moderate-income.

4. Personnel/Staff Capacity: Briefly describe the agency's existing staff positions and qualifications (including whether staff is full-time, part-time, volunteer, etc.), its capacity to carry out this activity, and state whether the agency has a personnel policy manual with an affirmative action plan and grievance procedure. (200 words or less)

All aspects of Friendship Center are supervised by its Executive Director, with Social Services staff at the Santa Barbara and Goleta sites handling intake and assessments of new participants, as well as supervising the adult day services program. Program Manager (SB) and Program Coordinator (Goleta) oversee day-to-day activities and care of participants, supervising eight permanent and several on-call Program Specialists. The Operations Manager is responsible for the facility and other matters of daily operations, Grants & Development Coordinator manages grants, planning of fundraising events and other development activities, and Administrative Assistant provides administrative support to all staff. The Kitchen Manager coordinates the preparation and serving of breakfast, lunch, and afternoon snack to all participants at the Santa Barbara site, and the Program Coordinator carries out this task at the Goleta center with the assistance of Program Specialists.

A registered nurse on staff divides her time between the two sites, and a bookkeeper is employed on a contract basis, spending approximately half a day in the office per week.

5. Does your agency have a personnel policy manual with an affirmative action plan and grievance procedure? yes no
6. Describe the unit of service, other than persons, to be provided by the proposed program. (i.e. meals served, shelter bed nights, rental assistance, utility payment, etc.) (150 words or less)

In addition to number of individuals served, measurable units of service provided by the adult day services program include hours of care for participants, hours of respite for caregivers, and meals served to participants.

7. What **outcome measures** will your agency utilize during the one-year grant period to determine how well the program proposed in this application is serving the community? Please provide at least three specific measures. *Please note, if awarded funds, agency will be required to report on outcome measures quarterly.* (250 words or less)

In FY2012-13:
Friendship Center will provide 86,000 hours of day services to 380 elders and dependent adults.
Friendship Center will provide 199,000 hours of respite to 950 family caregivers.
Friendship Center will provide 29,500 nutritious meals (breakfast, lunch, and afternoon snack) to 380 elders and dependent adults.

8. Is there a fee charged or donation suggested for your services? yes no
If yes, attach a copy of the fee schedule, and describe pricing methodology in the space below. (150 words or less)

Friendship Center is dedicated to providing affordable care, so our Social Services staff works with each family to agree upon a daily fee according to their income level, with a minimum of \$30 per day.

Section D – Beneficiary Information

1. **Verification of Eligibility:** Please identify the beneficiaries of this proposed project. **Select LMA or LMC.**

Low/Moderate Income Area Benefit (LMA)

Program service area has been identified and determined to be statistically low-income based on the 2010 Census. (Please attach map to allow us to determine Census Tract eligibility.)

Low/Moderate Income Limited Clientele (LMC)

Self Certification:

yes no

Clients independently “self-certify” on a membership form, intake form, etc. (If you use this method, please attach blank intake form.)

Client Document Review:

yes no

Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. (If you use this method, please attach blank worksheet.)

Presumed Beneficiaries:

yes no

Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. (If you use this method, please indicate which group.)

Elderly persons

2. **Ethnicity and Race**

- a. Does your organization request information on whether your clients are of Hispanic ethnicity? yes no

b. Does your organization ask all clients (including Hispanic clients) whether they are one or more of the following races? yes no

- White
- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander
- American Indian or Alaska Native and White
- Asian and White
- Black or African American and White
- American Indian or Alaska Native and Black or African American
- Balance/Other (The balance category will be used to report individuals that are not included in any of the single race categories or in any of the multiple race categories listed above.)

c. If your organization does not currently obtain ethnicity and race information on the clients to be served by the proposed project, please explain how this information will be obtained to meet this requirement:

3. Additional Beneficiary Information

- a. Number of persons during one grant year able to access a **new** public service program that did not previously exist and will be available if this application is funded: 1330
- b. Number of persons during one grant year with access to an **improved or expanded** Public service program if this application is funded: N/A
- c. Number of **new** bed nights during one grant year to be funded in an overnight shelter or other emergency housing facility if this application is funded, if applicable: N/A
- d. Number of **increased** bed nights during one grant year in overnight shelter or other emergency housing to be funded if this application is funded, if applicable: N/A
- e. **Total persons benefiting from this project:** 1330

Section E - Financial Information

1. **Financial Capacity:** Describe the agency's current operating budget, itemizing revenues and expenses. Identify commitments for ongoing funding. Describe the agency's fiscal management, including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. (150 words or less)

Friendship Center's current operating budget is \$1,396,000. Only approximately 44% of this amount is covered by participant contributions. The rest must be raised to meet its operating expenses. Revenue comes from local and state government, foundations, fundraising, and donations. We have an established history of ongoing funding from various foundations, and a small but loyal donor base. Our grants also require the ability to collect, report upon, and evaluate data. One audit is conducted each year by an independent auditor, to General Accepted Auditing Standards. Our bookkeeper handles all aspects of accounts payable and financial reporting, and is liaison with Friendship Center's Finance Committee.

2. **Federal Grant Experience within past 5 years:**
 (County & City CDBG/ESG grants are examples of Federal Grants)

Federal Grant Program	Project Name	Purpose of Grant	Date Obtained	Funding Amount
City of S.B. CDBG	Adult Day Services	Support for adult day services pro	3/22/11	\$20,000
City of Goleta Cl	Adult Day Services	Support for adult day services pro	9/13/11	\$4,254
City of S.B. CDBG	Adult Day Services	Support for adult day services pro	3/24/10	\$22,000
City of Goleta Cl	Adult Day Services	Support for adult day services pro	10/15/10	\$4,895

Fiscal Year and Audit Reports

3. What is your agency's fiscal year end date? June 30
4. Please attach a copy of your organizations audited financial statements for the most recent fiscal year beginning after January 1, 2010. (Please include a copy of the most recent financial audit with your completed application— See Required Attachments). What fiscal year did this most recent audit include?
July 2010- June 11 (Month/Year - Month/Year)
5. Are there any outstanding financial audit findings which remain unresolved? yes no
 If yes, please explain. _____
6. Has your agency expended more than \$500,000 in federal funds in its last operating year? yes no
 (Including federal funds expended that were passed through from other agencies, i.e., State of California, City of Lompoc, etc.)

If you answered "yes" to question 6, please answer questions 7 and 8 below. If you answered "no" to question 6, please proceed to question 9.

7. Was there an audit conducted in compliance with the Single Audit Act (OMB A-133)? yes no

8. Are there any outstanding single audit findings which remain unresolved? yes no
If yes, please explain. _____

9. If your organization is a non-profit organization, does your organization comply with the following:

a) OMB Circular A-110, as implemented at 24 CFR Part 84 "Uniform Administrative Requirements for Grants and Agreements with Non-Profit Organizations" yes no

b) OMB Circular A-122 "Cost Principles for Non-Profit Organizations" yes no

c) OMB Circular A-133 "Audits of States, Local Governments and Non-Profit Organizations" yes no

d) OMB Circular A-87 "Cost Principles for State, Local and Indian Tribal Governments" yes no

e) Does your organization have the financial capacity to administer your program under a cost reimbursement system where invoices are only processed once each month? yes no

f) Does your organization have any outstanding litigation or other legal issues? yes no
If yes, please attach written explanation as a separate sheet.

10. How many members serve on your Board of Directors? 17

11. How often does your Board of Directors meet? At least 7 per year

12. Does your Board of Directors have an audit committee? Yes

13. Describe the financial expertise currently serving on your Board of Directors. Harvey Wolf, Attorney--CFO
Mark Jackson, CPA--member, Board of Directors

14. What financial experts currently serve in an advisory capacity to your Board of Directors? Please list and provide contact information.

Nate Cultice, Castle Wealth Planning--962-5630; 1105 Chapala St., Suite 4, Santa Barbara CA 93101

15. Please provide the names and contact information of the Board of Directors and the Officers on a separate sheet.

Section F – Program and Agency Revenue and Expense Information**I. Funding Sources for Proposed Program Only**

<i>Sources of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG Public Services funds:	0	0	\$28,000
CDBG funds requested <u>for this program</u> from other jurisdictions	\$26,895	\$24,700	\$32,000
Other local cities' funds:	0	0	0
County Human Services Program funds:	\$22,674	\$22,500	0
Other Federal funds:	0	0	0
State funds:	\$35,514	\$23,500	\$26,500
Private trusts and foundation funds:	\$304,097	\$306,000	\$170,260
Donations:	\$56,596	\$63,000	\$45,900
Special fundraising events:	\$102,495	\$90,000	\$76,500
Client fees:	\$680,309	\$820,000	\$610,000
Other funds (explain): <u>United Way, Interest/divi realized/unrealized losses, in-kind contribu</u>	\$392,810	\$46,300	\$42,840
Total Project Budget:	\$1,621,390	\$1,396,000	\$1,423,000

II. Expenditures for Proposed Program Only

<i>Uses of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes	711,651	886,900	932,900
Consultants and Contracts	63,104	56,000	58,020
Facility, Utilities, Maintenance	31,448	98,200	99,750
Telephone, Fax	14,703	19,000	19,340
Supplies	81,704	101,200	103,040
Postage & Shipping	38,225	19,000	18,320
Marketing (Printing, Advertising)	53,029	65,300	66,210
Travel, Mileage, Training	7,042	12,800	12,470
Equipment Rental/Maintenance	32,216	35,000	36,700
Insurance	18,325	53,000	57,950
Other uses (explain): <u>Depreciation, In-Kind Contributions</u>	106,049	49,600	18,300
Total Project Budget:	1,157,496	1,396,000	1,423,000

III. Funding Sources for Applicant's Entire Agency

<i>Sources of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG funds:	Program & agency	are the same, so	only one budget.
CDBG funds requested <u>for this program</u> from other jurisdictions			
Other local cities' funds:			
County Human Services Program funds:			
Other Federal funds:			
State funds:			
Private trusts and foundation funds:			
Donations:			
Special fundraising events:			
Client fees:			
Other funds (explain): _____ _____ _____			
Total Agency Budget:			

IV. Expenditures of Applicant's Entire Agency

<i>Uses of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes			
Consultants and Contracts			
Facility, Utilities, Maintenance			
Telephone, Fax			
Supplies			
Postage & Shipping			
Marketing (Printing, Advertising)			
Travel, Mileage, Training			
Equipment Rental/Maintenance			
Insurance			
Other uses (explain): _____ _____			
Total Agency Budget:			

1. Describe your agency's short to mid-term financial forecast: What factors are causing your agency's budget to increase, decrease, or remain level in the next three years? (150 words or less)

The economic downturn of recent years has caused a drop in funding from foundations and private donations. However, Friendship Center is making every effort to overcome these obstacles by diversifying its funding sources. Contracts with Veterans Administration and Tri-Counties Regional Center augment the organization's revenue by covering the costs of services for qualified clients.

2. If this request is not fully funded, can your proposed program operate with a reduced CDBG award? yes no
Please explain what services can be offered with lower funding. (150 words or less)

With reduced funding, Friendship Center would have to ask for a higher level of participant contributions to cover costs. This would be a hardship for low- to moderate-income families we serve. In addition, reduced funding may mean having to adjust the staff-to-participant ratio from the current 1:6 to 1:8. While the 1:8 ratio still meets state licensing requirements, we feel it is always better when possible to maintain a higher ratio. Currently, there is a plan to undertake more outreach and increase services to the residents of Carpinteria, including transportation services to the Montecito center. With reduced funding, we may have to delay or abandon this plan.

Attachment A-2

**Girls Inc of Carpinteria
Academic Coordinator for Low Income and Working Poor Students**



COUNTY OF SANTA BARBARA
HOUSING AND COMMUNITY DEVELOPMENT
CDBG PUBLIC SERVICES PROGRAM

Project Proposal for Program Year 2012-2013

FOR OFFICIAL USE ONLY

Rec'd _____

Initials _____

Logged

Scanned

Total Requested Program Funding by Jurisdiction:
(Check all that apply)

Santa Barbara County \$ _____

Carpinteria \$ 10,000

Solvang \$ _____

Are you also applying for program funding through any of
the listed jurisdictions' NOFAs? (Check all that apply)

Goleta \$ _____

Lompoc \$ _____

Santa Maria \$ _____

Section A – General Program Information Summary

1. Program Title: Academic Coordinator for Low Income and Working Poor Students
2. Brief Summary of the Program: The Academic Coordinator (AC) will work closely with students, parents, and teachers to improve academic achievement amongst low income and working poor students.
3. Service Area of Proposed Program (i.e., specific city, countywide, etc.) City of Carpinteria

Section B – General Applicant Information

1. Legal Name of Applicant Organization: Girls Incorporated of Carpinteria
2. Are you a 501(c) organization? yes no
(All agencies must complete a Board of Directors Affidavit on page 14)
3. Address of Organization:
 - a. Street: 5315 Foothill Road Suite # _____
 - b. City: Carpinteria State: CA Zip: 93101
4. Mailing Address (if different from above):
 - a. Street: _____ Suite # _____
 - b. City: _____ State: _____ Zip: _____

5. Person to Contact Regarding this Application:

- a. Name: Victoria Juarez
- b. Relationship to Agency: Executive Director
- c. Street: 5315 Foothill Road Suite/Apt. # _____
- d. City: Carpinteria State: CA Zip: 93101
- e. Work Phone: (805) 684 - 6364 Ext. _____
- f. Fax: (805) 566 - 3425
- g. E-mail: vjuarez@girlsinc-carp.org

6. Name and contact information of Fiscal Agent:

- a. Name: Victoria Juarez
- b. Agency / Organization: Girls Incorporated of Carpinteria
- c. Street: 5315 Foothill Road Suite # _____
- d. City: Carpinteria State: CA Zip: 93101
- e. Work Phone: (805) 684 - 6364 Ext. _____
- f. Fax: (805) 566 - 3425
- g. E-mail: vjuarez@girlsinc-carp.org

7. Organization's Federal Identification Number (Tax ID #) 23-7430292

8. Agency Organizational DUNS number: 930346770
(If you do not have a DUNS number, go to <http://fedgov.dnb.com/webform> to register)

9. Are you registered with the California Attorney General Registry of Charitable Trusts? yes no

10. If yes to question 9, please provide your Registry of Charitable Trusts Registration Number: # _____

Section C – Program Description Narratives

1. Please describe the target population you intend to serve in your program (150 words or less)

Few alternatives exist for effective and meaningful after-school programming for low-income families in Carpinteria—a rural community isolated from the two nearest larger cities of Ventura and Santa Barbara. While Carpinteria parents are working, girls left alone after school are often distracted from focusing on the important growth steps of character development, physical skills, and academic achievements. A lack of personal development can lead to a diminished self-esteem, high school dropout, and poor career choices. The after school and teen programs serve over 100 low income and working poor students who potentially will be first generation college students. Girls served are ages 5- 15 years.

2. Please describe the unmet community need this project proposes to meet, and describe the methodology and resources used to identify this unmet need (200 words or less)

The AC position will help meet the needs of low performing students in Carpinteria by working closely with necessary stakeholders to develop support plans for students during the after school hours. There are many students performing below grade level and many face significant structural barriers to success on a constant basis. In March 2011 the executive director (ED) interviewed stakeholders including: Carpinteria Unified School District Superintendent Paul Cordeiro, high school counselors, teachers and youth development leaders to determine what role Girls Inc. could play in meeting the needs of Carpinteria's children. It was quickly learned that students, more than ever, need more academic support after the school bell rings. As this need is great, it is critical that this position be made into a full time position to coordinate and implement these efforts.

3. Describe the proposed project: How will your agency use these grant funds to address the unmet community needs described above? **Please be sure to include what the requested grant funds will be used for specifically.** (250 words or less)

The requested funds will be used to support a full time position for the AC's salary (this position did not exist in FY 2010-2011). The AC will restructure the after school program to ensure that programming is structured with some flexibility. Structured time will include 60 minutes of homework support. During this time students will work in small groups based on their academic levels or one on one with a tutor. The AC will create weekly support plans to ensure students are getting the targeted tutoring they need in order to improve academically. Additionally, this position will work closely with teachers, counselors, parents and students to streamline communication and support plans to ensure that efforts are not being duplicated. By creating the AC position to work with students, Girls Inc. Carpinteria is making a concerted effort to work closely with CUSD to close the achievement gap between low income and higher income students.

Structured time will also include 60 minutes of Girls Inc. programming (Economic Literacy, Media Literacy, Science Technology, Engineering, Math, Adventure Sports, Leadership and Advocacy). All programs are researched based and developed to encourage girls to take risks and master physical, intellectual and emotional challenges in order to be strong, smart and bold.

4. Personnel/Staff Capacity: Briefly describe the agency's existing staff positions and qualifications (including whether staff is full-time, part-time, volunteer, etc.), its capacity to carry out this activity, and state whether the agency has a personnel policy manual with an affirmative action plan and grievance procedure. (200 words or less)

The organization does have a personnel policy manual with with an affirmative action plan and grievance procedure.

Victoria Juarez is the full-time Executive Director. She has over twelve years of non-profit experience serving youth and families in after school programs, leadership, management and daily operational capacity. Juarez has a BA in History, an MA in Public Administration and a certificate in non profit finance and management. Jessica Wetzel is the full-time after school instructor with a BA degree in Liberal Studies, Elementary Education from California State University, Fullerton. As an instructor in the After School Program, Jessica provides academic support to girls in the program. Additionally, she facilitates and coordinates Girls Inc programs. Erika Lopez is the full-time director and has attended 30 days of intense training focused on STEM, preventing adolescent pregnancy, drug and alcohol abuse and leadership. Two part time staff members working in the after school program are responsible for implementing programs and providing academic support. Both are attending local colleges.

5. Does your agency have a personnel policy manual with an affirmative action plan and grievance procedure? yes no

6. Describe the unit of service, other than persons, to be provided by the proposed program. (i.e. meals served, shelter bed nights, rental assistance, utility payment, etc.) (150 words or less)

Each girl will receive nearly 480 hours of programming annually, 240 hours of which will be intentional academic support. The remaining 240 hours will include Girls Inc. identity programs and choices. Identity programs include: Operation SMART, Bone Zone, Project Bold, Media Literacy, Economic Literacy.

7. What **outcome measures** will your agency utilize during the one-year grant period to determine how well the program proposed in this application is serving the community? Please provide at least three specific measures. *Please note, if awarded funds, agency will be required to report on outcome measures quarterly.* (250 words or less)

- 1) Improved academic performance.
- 2) Improved communication between AC, teachers and parents.
- 3) The creation of an infrastructure to track, analyze and record academic data for students involved in the after school program.

8. Is there a fee charged or donation suggested for your services? yes no
If yes, attach a copy of the fee schedule, and describe pricing methodology in the space below. (150 words or less)

The after school program is fee for service and operates on a sliding scale depending on household income. Two-thirds of the participants receive scholarships.

"Martha" is a single mother of three children all under the age of nine. Living below the poverty level by making \$1,350 per month through housekeeping jobs, she struggles to support her family in Carpinteria. Martha's daughters, "Tina" and "Alina" have been attending after-school programs at Girls Inc. for the last two years. Every day after school her daughters are driven to Girls Inc. where they are greeted warmly and participate in a wide range of activities just for girls including art, sports, science, and, Tina's favorite, computers. By providing the family with significant scholarships and knowing that her children are in capable hands, Girls Inc. makes it possible for Martha to work full-time.

Section D – Beneficiary Information

1. **Verification of Eligibility:** Please identify the beneficiaries of this proposed project. **Select LMA or LMC.**

Low/Moderate Income Area Benefit (LMA)

Program service area has been identified and determined to be statistically low-income based on the 2010 Census. (Please attach map to allow us to determine Census Tract eligibility.)

Low/Moderate Income Limited Clientele (LMC)

Self Certification:

yes no

Clients independently "self-certify" on a membership form, intake form, etc. (If you use this method, please attach blank intake form.)

Client Document Review:

yes no

Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. (If you use this method, please attach blank worksheet.)

Presumed Beneficiaries:

yes no

Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. (If you use this method, please indicate which group.)

2. Ethnicity and Race

- a. Does your organization request information on whether your clients are of Hispanic ethnicity? yes no

b. Does your organization ask all clients (including Hispanic clients) whether they are one or more of the following races? yes no

- White
- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander
- American Indian or Alaska Native and White
- Asian and White
- Black or African American and White
- American Indian or Alaska Native and Black or African American
- Balance/Other (The balance category will be used to report individuals that are not included in any of the single race categories or in any of the multiple race categories listed above.)

c. If your organization does not currently obtain ethnicity and race information on the clients to be served by the proposed project, please explain how this information will be obtained to meet this requirement:

3. Additional Beneficiary Information

- a. Number of persons during one grant year able to access a **new** public service program that did not previously exist and will be available if this application is funded: _____
- b. Number of persons during one grant year with access to an **improved or expanded** Public service program if this application is funded: 103
- c. Number of **new** bed nights during one grant year to be funded in an overnight shelter or other emergency housing facility if this application is funded, if applicable: _____
- d. Number of **increased** bed nights during one grant year in overnight shelter or other emergency housing to be funded if this application is funded, if applicable: _____
- e. **Total persons benefiting from this project:** 103

Section E - Financial Information

1. Financial Capacity: Describe the agency’s current operating budget, itemizing revenues and expenses. Identify commitments for ongoing funding. Describe the agency’s fiscal management, including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. (150 words or less)

The organization’s current operating budget is enough to sustain four full time and five part time positions, a contracted book keeper and a grant writer, while serving over 600 girls a year, two-thirds of whom receive financial assistance. Financial projections for the year include: revenue \$796, 247 and expenses \$796, 247. Commitments for ongoing funding include: Alice Tweed at \$20,000, Venoco at \$8,000 and Wood-Claeyssen at \$25,000. The organization’s finance committee reviews income statements and balance sheets monthly to track revenue and shortfalls. Payments are processed and recorded daily, accounts payable handled twice a week and financials reconciled monthly in quickbooks. Two employees take part in this process.

2. Federal Grant Experience within past 5 years:
(County & City CDBG/ESG grants are examples of Federal Grants)

Federal Grant Program	Project Name	Purpose of Grant	Date Obtained	Funding Amount
OJJDP	YOGB	programs for incarcerated youth	July 01, 2011	\$97,000
OJJDP	YOGB	programs for incarcerated youth	July 01, 2010	\$136,276
OJJDP	YOGB	programs for incarcerated youth	July 01, 2009	\$78,503
OJJDP	YOGB	programs for incarcerated youth	July 01, 2008	\$124,800

Fiscal Year and Audit Reports

3. What is your agency's fiscal year end date? June 30, 2012
4. Please attach a copy of your organizations audited financial statements for the most recent fiscal year beginning after January 1, 2010. *(Please include a copy of the most recent financial audit with your completed application— See Required Attachments)*. What fiscal year did this most recent audit include?
07/10-06/11 (Month/Year - Month/Year)
5. Are there any outstanding financial audit findings which remain unresolved? yes no
 If yes, please explain. _____
6. Has your agency expended more than \$500,000 in federal funds in its last operating year? yes no
(Including federal funds expended that were passed through from other agencies, i.e., State of California, City of Lompoc, etc.)

If you answered "yes" to question 6, please answer questions 7 and 8 below. If you answered "no" to question 6, please proceed to question 9.

7. Was there an audit conducted in compliance with the Single Audit Act (OMB A-133)? yes no

8. Are there any outstanding single audit findings which remain unresolved? yes no

If yes, please explain. _____

9. If your organization is a non-profit organization, does your organization comply with the following:

a) OMB Circular A-110, as implemented at 24 CFR Part 84 "Uniform Administrative Requirements for Grants and Agreements with Non-Profit Organizations" yes no

b) OMB Circular A-122 "Cost Principles for Non-Profit Organizations" yes no

c) OMB Circular A-133 "Audits of States, Local Governments and Non-Profit Organizations" yes no

d) OMB Circular A-87 "Cost Principles for State, Local and Indian Tribal Governments" yes no

e) Does your organization have the financial capacity to administer your program under a cost reimbursement system where invoices are only processed once each month? yes no

f) Does your organization have any outstanding litigation or other legal issues? yes no
If yes, please attach written explanation as a separate sheet.

10. How many members serve on your Board of Directors? 18

11. How often does your Board of Directors meet? Monthly

12. Does your Board of Directors have an audit committee? Yes

13. Describe the financial expertise currently serving on your Board of Directors. CFO from YMCA of Channel Islands, VP from MB&T, Banker from MB& T, CEO from Hickey Farms,

14. What financial experts currently serve in an advisory capacity to your Board of Directors? Please list and provide contact information.

None

15. Please provide the names and contact information of the Board of Directors and the Officers on a separate sheet.

Section F – Program and Agency Revenue and Expense Information

I. Funding Sources for Proposed Program Only

<i>Sources of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG Public Services funds:			
CDBG funds requested <u>for this program</u> from other jurisdictions			
Other local cities' funds:			
County Human Services Program funds:			
Other Federal funds:			
State funds:		\$2,000	\$2,000
Private trusts and foundation funds:		\$5,000	\$10,000
Donations:		\$1,000	\$179
Special fundraising events:			
Client fees:		\$11,209	\$44,179
Other funds (explain): _____ _____			
Total Project Budget:		\$19,209	\$44,179

II. Expenditures for Proposed Program Only

<i>Uses of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes		\$19,209	\$44,179
Consultants and Contracts			
Facility, Utilities, Maintenance			
Telephone, Fax			
Supplies			
Postage & Shipping			
Marketing (Printing, Advertising)			
Travel, Mileage, Training			
Equipment Rental/Maintenance			
Insurance			
Other uses (explain): _____ _____			
Total Project Budget:		\$19,209	\$44,179

III. Funding Sources for Applicant's Entire Agency

<i>Sources of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG funds:	\$0	\$0	\$0
CDBG funds requested <u>for this program</u> from other jurisdictions	\$0	\$0	\$10,000
Other local cities' funds:	\$17,000	\$17,000	\$12,000
County Human Services Program funds:	\$33,916	\$19,000	\$19,500
Other Federal funds:	\$184,377	\$100,000	\$109,000
State funds:	\$10,000	\$10,000	\$10,000
Private trusts and foundation funds:	\$109,435	\$107,400	\$117,400
Donations:	\$97,366	\$61,800	\$62,687
Special fundraising events:	\$54,199	\$75,000	\$110,000
Client fees:	\$156,389	\$196,785	\$196,785
Other funds (explain): <u>rentals, affiliates, outreach programs</u>	\$125,478	\$209,262	\$172,762
Total Agency Budget:	\$788,672	\$796,247	\$820,134

IV. Expenditures of Applicant's Entire Agency

<i>Uses of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes	\$467,422	\$400,000	\$431,217
Consultants and Contracts	\$95,165	\$65,200	\$65,200
Facility, Utilities, Maintenance	\$86,825	\$88,723	\$81,523
Telephone, Fax	\$4,265	\$3,300	\$3,600
Supplies	\$47,901	\$67,395	\$72,282
Postage & Shipping	\$6,786	\$6,000	\$5,000
Marketing (Printing, Advertising)	\$1,151	\$6,312	\$6,312
Travel, Mileage, Training	\$12,475	\$12,500	\$15,500
Equipment Rental/Maintenance	\$3,683	\$3,120	\$3,600
Insurance	\$18,252	\$19,000	\$19,000
Other uses (explain): <u>depreciation, permits, office general, uncollected fees, events</u>	\$82,356	\$124,697	\$116,900
Total Agency Budget:	\$826,281	\$796,247	\$820,134

1. Describe your agency's short to mid-term financial forecast: What factors are causing your agency's budget to increase, decrease, or remain level in the next three years? (150 words or less)

Similar to most organizations in the county, Girls Inc. Carpinteria has experienced a decrease in funding since 2008. The short term forecast over the next three years projects incremental growth with an increase in revenue of \$31, 462 from Fiscal Year 2010-2011 to Fiscal Year 2012-2013. While the increase is incremental, we project that funding will increase in the areas of foundations and fundraising events. Our efforts as an organization to minimize the duplication of services and partner strategically with THRIVE Carpinteria has increased our visibility and qualified us for more foundation gifts.

2. If this request is not fully funded, can your proposed program operate with a reduced CDBG award? yes no
Please explain what services can be offered with lower funding. (150 words or less)

If request is not funded in full, the AC position will be filled as the organization continuously solicits major gifts from individuals and foundations to supplement financial shortfalls. Our services can be offered with lower funding, however, the number of girls served will be less if we do not meet the projected budget for this position.

Attachment A-3

**Peoples' Self-Help Housing Corporation
Housing the Homeless**



**COUNTY OF SANTA BARBARA
HOUSING AND COMMUNITY DEVELOPMENT
CDBG PUBLIC SERVICES PROGRAM**

Project Proposal for Program Year 2012-2013

FOR OFFICIAL USE ONLY

Rec'd _____

Initials _____

Logged

Scanned

Total Requested Program Funding by Jurisdiction:
(Check all that apply)

- Santa Barbara County \$ _____
- X Carpinteria \$ 8,000
- Solvang \$ _____

Are you also applying for program funding through any of the listed jurisdictions' NOFAs? *(Check all that apply)*

- x Goleta \$ _____
- x Lompoc \$ _____
- x Santa Maria \$ _____

Section A – General Program Information Summary

1. Program Title: Housing the Homeless
2. Brief Summary of the Program: Prevent homelessness and place homeless in housing with case management and supportive services
3. Service Area of Proposed Program (i.e., specific city, countywide, etc.) City of Carpinteria

Section B – General Applicant Information

1. Legal Name of Applicant Organization: _Peoples' Self-Help Housing
2. Are you a 501(c) organization? X yes no
(All agencies must complete a Board of Directors Affidavit on page 14)
3. Address of Organization:
 - a. Street: 26 E. Victoria Street, Santa Barbara CA 93101 Suite # _____
 - b. City: Santa Barbara State: CA Zip: 93101
4. Mailing Address (if different from above):
 - a. Street: _____ Suite # _____
 - b. City: _____ State: _____ Zip: _____

5. Person to Contact Regarding this Application:

- a. Name: Rochelle Rose CFRE or Jeanette Duncan
- b. Relationship to Agency: Fund Development Director /Executive Director
- c. Street: 26 E. Victoria Street Suite/Apt. # _____
- d. City: Santa Barbara State: CA Zip: 93117
- e. Work Phone: (_805_) _962_ - _5152_ Ext. _227_
- f. Fax: (_805_) _962_ - _8152_
- g. E-mail: rocheller@pshhc.org _____

6. Name and contact information of Fiscal Agent:

- a. Name: John Fowler, CFO _____
- b. Agency / Organization: Peoples' Self-Help Housing
- c. Street: 3533 Empleo Street Suite # _____
- d. City: San Luis Obispo State: CA Zip: 93401
- e. Work Phone: (_805_) _781_ - _3088_ Ext. _____
- f. Fax: (_805_) _544_ - _1901_
- g. E-mail: johnf@pshhc.org _____

7. Organization's Federal Identification Number (Tax ID #) 95-2750154 _____

8. Agency Organizational DUNS number: 096414412 _____
(If you do not have a DUNS number, go to <http://fedgov.dnb.com/webform> to register)

9. Are you registered with the California Attorney General Registry of Charitable Trusts? x yes no

10. If yes to question 10, please provide your Registry of Charitable Trusts Registration Number: #_13421_

Section C – Program Description Narratives

1. Please describe the target population you intend to serve in your program (150 words or less)

The target population that we intend to serve are low income households living in Carpinteria. 85% of our intended clients are Latino. We intend to serve the low income families and elderly individuals living at the Carpinteria Camper Park who are technically considered homeless due to the temporary and substandard of housing in which they live—tiny travel trailers without running water or toilets. Laundry facilities, showers, and bathrooms are located in a communal building. We plan to move these households out as appropriate affordable apartments become available in our other affordable housing in Dahlia Court and Chapel Court (100% farm worker-restricted) or Ladera Apartments in Santa Barbara. Most families want to stay in Carpinteria because many bicycle to work at local orchards, hotels, restaurants, etc. and their children are enrolled in school in Carinteria. We also can provide housing for homeless persons at other Peoples' housing sites, such as the Victoria Hotel in Santa Barbara (28 units) and the El Patio Hotel (42 units) in Ventura , as well as the services of the case workers to insure a stable and successful transition from homelessness.

In addition we intend to serve low income households who are at risk of losing their housing due to unemployment, layoff or reduced work hours. Social work with the families on budget, temporary assistance, link to community resources, and flexible rent plans.

2. Please describe the unmet community need this project proposes to meet, and describe the methodology and resources used to identify this unmet need (200 words or less)

Homelessness in Santa Barbara County is a complex and persistent problem. Shelters in Santa Barbara County are at capacity and the operators and the homeless census report an increasing number of homeless families and individuals living in cars, doubling or tripling up, or living outside in the elements. It is estimated that there are 6,000 or more homeless living on the streets in Santa Barbara county. The cost of dealing with the homeless strains the resources of private and government social services, including County Mental Health, Probation, Child Protective Services, Drug and Alcohol, as well as hospitals, schools, police, the courts, jails, and medical facilities.

A key component of Peoples' mission to address this unmet community need for housing for the homeless and to prevent homelessness is to identify permanent affordable housing in our Carpinteria and other properties, provide supportive case management services to insure those newly housed remain housed, and prevent homelessness in those at risk. This method has been proven to be the most effective way to minimize transition problems of the homeless and to create permanent self-sufficiency for this fragile population.

The need for housing the homeless with supportive services was recently documented in a "Homeless Cost Avoidance Study" submitted by the So. Calif. Assn. of Nonprofit Housing that showed that the public cost for every type of homeless person decreases dramatically when they are housed--decreasing 79% when housed, from a monthly average of \$2,897 to \$605. "The key finding of this study is that providing housing and supportive services reduces public costs and improves the quality of life for homeless persons."

3. Describe the proposed project: How will your agency use these grant funds to address the unmet community needs described above? **Please be sure to include what the requested grant funds will be used for specifically.** (250 words or less)

Peoples' provides supportive services to insure that homeless individuals stay housed and are successful in their transition from homelessness to stable, independent lives. The requested funding will help to support a bilingual case worker to provide these much needed services.

PSHH owns and manages 14 low-income rental complexes throughout Santa Barbara County, including Camper Park, Dahlia Court Apartments (54 units), and the 28-unit Chapel Court complex in Carpinteria. People's is uniquely positioned to offer permanently affordable housing in its apartments to the formerly homeless and to provide effective transition with a case management plan by its professional social worker team.

In working with the homeless or at-risk households, we have found that there are several obstacles in engaging them in services. Access to social services is limited by low income and seasonal employment, lack of transportation, budget cuts in social services, frequent reassignment of clients, minimal culturally-sensitive services, and physical and mental disabilities. We have found that the key to success in keeping at risk populations housed is our service delivery model: on-site and provided by a consistent staff person who is clinically trained and familiar with community resources. The 24/7 availability of our counselors also insures that residents get immediate help if they are in crisis.

For example, at the Carpinteria Camper Park residents are technically considered homeless because they are living in tiny, substandard campers not meant for permanent housing. We estimate that it will take 18 months before we can develop and build replacement, permanent affordable housing for these residents. Case management is needed to help transition them into affordable housing as it becomes available.

4. Personnel/Staff Capacity: Briefly describe the agency's existing staff positions and qualifications (including whether staff is full-time, part-time, volunteer, etc.), its capacity to carry out this activity, and state whether the agency has a personnel policy manual with an affirmative action plan and grievance procedure. (200 words or less)

The Supportive Housing Program is directed by Rick Gulino, licensed clinical social worker. Rick holds a B.S. degree in Social/Psychology from the University of Massachusetts and Masters of Social Work from California State University, Long Beach. He has managed a System of Care / FSP program in the City of Compton.

Serving Peoples' Carpinteria clients is case worker Esme Valdovinos, bilingual/ bicultural MFT. She holds a Master's in Clinical Psychology from Antioch University, Santa Barbara. She has considerable experience working with families and youth dealing with domestic violence, gang involvement and substance abuse. Rick and Esme join 5 other case workers at PSHH who work over 32 hours per week at our affordable housing projects in the tri-counties.

Peoples' has a personnel manual with an affirmative action policy and grievance procedure.

5. Does your agency have a personnel policy manual with an affirmative action plan and grievance procedure? yes no

6. Describe the unit of service, other than persons, to be provided by the proposed program. (i.e. meals served, shelter bed nights, rental assistance, utility payment, etc.) (150 words or less)

A unit of service is one hour of case management by a Peoples' social worker working with a homeless household transitioning to housing or working to prevent a household from becoming homeless. Case management may include counseling, budgeting, working with insurance providers, substance abuse counseling, job search, working with mental health, dental, and medical providers to insure proper medications and care, youth counseling, schools liaison, allocating emergency funds for food/household supplies/furnishings, and more.

7. What **outcome measures** will your agency utilize during the one-year grant period to determine how well the program proposed in this application is serving the community? Please provide at least three specific measures. *Please note, if awarded funds, agency will be required to report on outcome measures quarterly.* (250 words or less)

The outcome measures that we will measure are homeless prevention and placement of homeless in permanent affordable housing.

With this level of CDBG grant funding, we define success as:

1. Place 5 households up to 20 homeless people in permanent affordable housing
2. Prevent 35 at risk people from falling into homelessness with case management services
3. Place 2 Camper Park seniors into senior housing, in extended family care, or other assisted care solution

Peoples' success is measured in stable households living in safe, clean housing that they can afford. Our supportive housing programs develop life skills that help residents succeed in life. Household financial resources are available for education, nutritious food, and proper healthcare when not all expended on housing costs. We recognize that a decent and affordable place to call home is the basis for a healthy family and stable communities. We believe that success is to provide opportunities for educational and economic advancement for our resident adults and children.

8. Is there a fee charged or donation suggested for your services? yes x no
If yes, attach a copy of the fee schedule, and describe pricing methodology in the space below. (150 words or less)

Section D – Beneficiary Information

1. **Verification of Eligibility:** Please identify the beneficiaries of this proposed project. **Select LMA or LMC.**

- Low/Moderate Income Area Benefit (LMA)**

Program service area has been identified and determined to be statistically low-income based on the 2010 Census. (Please attach map to allow us to determine Census Tract eligibility.)

- Low/Moderate Income Limited Clientele (LMC)**

Self Certification:

yes no

Clients independently “self-certify” on a membership form, intake form, etc. (If you use this method, please attach blank intake form.)

Client Document Review:

x yes no

Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. (If you use this method, please attach blank worksheet.)

Presumed Beneficiaries:

yes no

Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. (If you use this method, please indicate which group.)

2. Ethnicity and Race

- a. Does your organization request information on whether your clients are of Hispanic ethnicity? x yes no
- b. Does your organization ask all clients (including Hispanic clients) whether they are one or more of the following races? x yes no

County of Santa Barbara 2012 Application

- White
- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander
- American Indian or Alaska Native and White
- Asian and White
- Black or African American and White
- American Indian or Alaska Native and Black or African American
- Balance/Other (The balance category will be used to report individuals that are not included in any of the single race categories or in any of the multiple race categories listed above.)

c. If your organization does not currently obtain ethnicity and race information on the clients to be served by the proposed project, please explain how this information will be obtained to meet this requirement:

3. Additional Beneficiary Information

- a. Number of persons during one grant year able to access a **new** public service program that did not previously exist and will be available if this application is funded: _____
- b. Number of persons during one grant year with access to an **improved or expanded** Public service program if this application is funded: 42
- c. Number of **new** bed nights during one grant year to be funded in an overnight shelter or other emergency housing facility if this application is funded, if applicable: _____
- d. Number of **increased** bed nights during one grant year in overnight shelter or other emergency housing to be funded if this application is funded, if applicable: _____
- e. **Total persons benefiting from this project:** 42

Section E - Financial Information

1. Financial Capacity: Describe the agency's current operating budget, itemizing revenues and expenses. Identify commitments for ongoing funding. Describe the agency's fiscal management, including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. (150 words or less)

Peoples' Self-Help Housing operating budget for 7/1/11 to 6/30/12 is \$7,321,864. The largest expense is \$3,001,482 for personnel costs which enable us to provide programs and fulfill our mission. PSH has commitments for ongoing funds from the federal government (HUD, DOL, USDA), local governments, and private foundations.

Our fiscal department is directed by CFO Maura Shannon who is a CPA with over 30 years experience. She has worked for PSHH for 10 years. Maura directs a staff of 6 accountants. Fiscal procedures are guided by our Accounting Policies Manual, and are audited under OMB-133 annually. Our audits receive unqualified reports every year. Our records are designed to properly account for expenditures for each grant, and to meet all regulatory requirements. Due to our accounting knowledge and systems, we have been able to provide accounting training to other nonprofits.

2. Federal Grant Experience within past 5 years:
(County & City CDBG/ESG grants are examples of Federal Grants)

Federal Grant Program	Project Name	Purpose of Grant	Date Obtained	Funding Amount (cumulative from past 5 years)
21 st Century Grant	Youth after school education	Close the academic achievement gap in low income children in Paso Robles	FYE 08, 09, 10, 11, 12	\$630,000
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Neighbor Works	General Support	General Support	FYE 11	\$62,000
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USDA Rural Development	Self-Help Housing	Technical Assistance	FYE 08 ,09, 10, 11, 12, 13	\$2,468,800

Fiscal Year and Audit Reports

3. What is your agency's fiscal year end date? 6/30
4. Please attach a copy of your organizations audited financial statements for the most recent fiscal year beginning after January 1, 2010. (Please include a copy of the most recent financial audit with your completed application— See Required Attachments). What fiscal year did this most recent audit include?
 7/10 – 6/11 (Month/Year - Month/Year)

5. Are there any outstanding financial audit findings which remain unresolved? yes no
If yes, please explain. _____

6. Has your agency expended more than \$500,000 in federal funds in its last operating year? yes no
(Including federal funds expended that were passed through from other agencies, i.e., State of California, City of Lompoc, etc.)

If you answered "yes" to question 6, please answer questions 7 and 8 below. If you answered "no" to question 6, please proceed to question 9.

7. Was there an audit conducted in compliance with the Single Audit Act (OMB A-133)? yes no
8. Are there any outstanding single audit findings which remain unresolved? yes no
If yes, please explain. _____

9. If your organization is a non-profit organization, does your organization comply with the following:
- a) OMB Circular A-110, as implemented at 24 CFR Part 84 "Uniform Administrative Requirements for Grants and Agreements with Non-Profit Organizations" yes no
 - b) OMB Circular A-122 "Cost Principles for Non-Profit Organizations" yes no
 - c) OMB Circular A-133 "Audits of States, Local Governments and Non-Profit Organizations" yes no
 - d) OMB Circular A-87 "Cost Principles for State, Local and Indian Tribal Governments" yes no
 - e) Does your organization have the financial capacity to administer your program under a cost reimbursement system where invoices are only processed once each month? yes no
 - f) Does your organization have any outstanding litigation or other legal issues? yes no
If yes, please attach written explanation as a separate sheet.

10. How many members serve on your Board of Directors? 11
11. How often does your Board of Directors meet? bi-monthly
12. Does your Board of Directors have an audit committee? yes
13. Describe the financial expertise currently serving on your Board of Directors.

14. Treasurer Charles Fruit is an Bank Executive Vice President; Karol Schulkin runs the Homeless Services program, County of Ventura; Secretary Jolie Ditmore was the financial administrator of Central Coast Pathology/she is now a consultant; David Gustafson is the retired manager of Community Development Department, City of Santa Barbara.

15. What financial experts currently serve in an advisory capacity to your Board of Directors? Please list and provide contact information.

16. Please provide the names and contact information of the Board of Directors and the Officers on a separate sheet.

Section F – Program and Agency Revenue and Expense Information

I. Funding Sources for Proposed Program Only

<i>Sources of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG Public Services funds:	8,000	8,000	8,000
CDBG funds requested <u>for this program</u> from other jurisdictions	9,000	12,500	20,000
Other local cities' funds:	15,500	15,000	15,000
County Human Services Program funds:			
Other Federal funds:	187,535	134,300	114,425
State funds:			
Private trusts and foundation funds:	19,471		34,475
Donations:	1,116		4,500
Special fundraising events:			
Other funds: Income from PSHHC & Properties	222,848	327,403	328,219
Total Project Budget:	463,470	497,203	524,619

II. Expenditures for Proposed Program Only

<i>Uses of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes	353,063	386,576	408,531
Consultants and Contracts			
Facility, Utilities, Maintenance	5,161	5,535	5,535
Telephone, Fax	6,881	5,800	5,800
Supplies	4,325	2,300	4,100
Postage & Shipping	554	550	550
Marketing (Printing, Advertising)	865	750	750
Travel, Mileage, Training	20,918	16,551	17,900
Grant funded expenses & Miscellaneous	440	2,460	660
Insurance	1,742	2,100	2,100
Other uses (explain): Indirect 15%	69,521	74,581	78,693
Total Project Budget:	463,470	497,203	524,619

III. Funding Sources for Applicant's Entire Agency

<i>Sources of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG funds:	15,500	14,405	16,000
CDBG funds requested <u>for this program</u> from other jurisdictions	16,782	30,462	30,667
Other local cities' funds:	15,500	9,632	9,632
County Human Services Program funds:			
Other Federal funds:	924,772	1,116,972	1,116,972
State funds:	87,494	96,960	96,960
Private trusts and foundation funds:	192,812	132,000	130,200
Donations:	68,332	83,841	83,841
Special fundraising events:	140,069	20,000	20,000
Rents-Affordable Housing Program	4,144,490	4,130,000	4,130,000
Gain on Sale (proceeds restricted to new construction projects)	2,462,333	-	-
Interest & Dividends	218,884	29,000	29,000
Construction & Miscellaneous revenue	1,166,497	1,612,780	1,612,780
Total Agency Budget:	9,453,465	7,276,052	7,276,052

IV. Expenditures of Applicant's Entire Agency

<i>Uses of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes	3,076,501	3,093,894	3,093,894
Consultants and Contracts	92,264	93,341	93,341
Facility, Utilities, Maintenance	73,620	60,179	60,179
Telephone, Fax	36,338	35,906	35,906
Supplies	183,312	124,457	124,457
Postage & Shipping	13,468	10,860	10,860
Marketing (Printing, Advertising)	23,254	14,303	14,303
Travel, Mileage, Training	122,281	91,586	91,586
Rental Property Expenses, including depreciation & accrued interest	3,897,052	3,955,000	3,955,000
Insurance	29,537	68,938	68,938
Depreciation	51,733	54,172	54,172
Interest & Miscellaneous	55,445	62,358	62,358
Less: Construction project costs capitalized	(954,825)	(513,770)	(513,770)
Total Agency Budget:	6,699,980	7,151,224	7,151,224

1. Describe your agency's short to mid-term financial forecast: What factors are causing your agency's budget to increase, decrease, or remain level in the next three years? (150 words or less)

In the next three years we anticipate that our agency's budget will increase as we proceed with rental property developments in Carpinteria (2), Santa Maria, Goleta, Avila Beach, Templeton, Pismo Beach, and Arroyo Grande. Due to increased construction activity, Peoples' hired a full time construction assistant in 2012 and a project manager in 2011.

2. If this request is not fully funded, can your proposed program operate with a reduced CDBG award? yes

no

Please explain what services can be offered with lower funding. (150 words or less)

Adequate funding means Peoples' can provide the needed supportive case management and social services to successfully transition homeless families to permanent affordable housing. Less funding means fewer homeless households served and more people staying homeless or falling into homelessness. Without funding, families will be at risk of becoming homeless. They are particularly at risk because of low literacy and education levels. These families are extremely vulnerable and could easily become homeless without supportive services. Events that could cause a family to become homeless include: stoppage of work due to the harsh weather this winter, poor economy, high rate of unemployment, and family emergencies such as a family member or the breadwinner becoming ill.

Attachment A-4

**Peoples' Self Help Housing
Youth Education Enhancement Program**



**COUNTY OF SANTA BARBARA
HOUSING AND COMMUNITY DEVELOPMENT
CDBG PUBLIC SERVICES PROGRAM**

Project Proposal for Program Year 2012-2013

FOR OFFICIAL USE ONLY

Rec'd _____

Initials _____

Logged

Scanned

Total Requested Program Funding by Jurisdiction:

(Check all that apply)

Santa Barbara County \$ _____

X Carpinteria \$ 8,000

Solvang \$ _____

Are you also applying for program funding through any of the listed jurisdictions' NOFAs? *(Check all that apply)*

Goleta \$ _____

Lompoc \$ _____

Santa Maria \$ _____

Section A – General Program Information Summary

1. Program Title: After School Education for Low Income Youth in Carpinteria
2. Brief Summary of the Program:
3. Service Area of Proposed Program (i.e., specific city, countywide, etc.) City of Carpinteria

Section B – General Applicant Information

1. Legal Name of Applicant Organization: _Peoples' Self-Help Housing
2. Are you a 501(c) organization? X yes no
(All agencies must complete a Board of Directors Affidavit on page 14)
3. Address of Organization:
 - a. Street: 26 E. Victoria Street, Santa Barbara CA 93101 Suite # _____
 - b. City: Santa Barbara State: CA Zip: 93101
4. Mailing Address (if different from above):
 - a. Street: _____ Suite # _____
 - b. City: _____ State: _____ Zip: _____

5. Person to Contact Regarding this Application:

- a. Name: Rochelle Rose CFRE or Jeanette Duncan
- b. Relationship to Agency: Fund Development Director /Executive Director
- c. Street: 26 E. Victoria Street Suite/Apt. # _____
- d. City: Santa Barbara State: CA Zip: 93117
- e. Work Phone: (_805_) _962_ - _5152_ Ext. _227_
- f. Fax: (_805_) _962_ - _8152_
- g. E-mail: rocheller@pshhc.org or jeanetted@pshhc.org

6. Name and contact information of Fiscal Agent:

- a. Name: John Fowler, CFO _____
- b. Agency / Organization: Peoples' Self-Help Housing
- c. Street: 3533 Empleo Street Suite # _____
- d. City: San Luis Obispo State: CA Zip: 93401
- e. Work Phone: (_805_) _781_ - _3088_ Ext. _____
- f. Fax: (_805_) _544_ - _1901_
- g. E-mail: johnf@pshhc.org _____

7. Organization's Federal Identification Number (Tax ID #) 95-2750154 _____

8. Agency Organizational DUNS number: 096414412 _____
(If you do not have a DUNS number, go to <http://fedgov.dnb.com/webform> to register)

9. Are you registered with the California Attorney General Registry of Charitable Trusts? x yes no

10. If yes to question 10, please provide your Registry of Charitable Trusts Registration Number: # 13421

Section C – Program Description Narratives

1. Please describe the target population you intend to serve in your program (150 words or less)

The target population that we intend to serve is 55 youth 5-17 from low income households living in Carpinteria. 85% of our students are Latino. We intend to serve the low income parents and students living at Dahlia Court, Chapel Court (100% farm worker-restricted), and Carpinteria Camper Park. Youth living in Peoples' low income housing at these three sites often come from families who speak Spanish at home. Parents are often unable to help their children with homework or required school projects due to language barriers and low education levels themselves. In addition, our students do not have computers or internet access at home, which is provided at the YEEP Learning Centers (8 computers). More and more, computers are needed for printing out homework assignments, accessing homework from the school, and doing research.

The Chapel Court Learning Center operates out of a leased trailer on the north side of Chapel Court adjacent to Alisos Elementary School; about 25 farm worker children attend this Center. The Dahlia Court Learning Center operates in the Community Room behind the office. It formerly operated in a larger temporary classroom, but the classroom was donated and moved to an educational site in Goleta, when pre-construction activity began for the Dahlia Court 33-unit addition. The new Dahlia Court will have a dedicated classroom and computer room for youth education. Camper Park children are welcome to attend either YEEP center. The Dahlia Center serves 30 students.

2. Please describe the unmet community need this project proposes to meet, and describe the methodology and resources used to identify this unmet need (200 words or less)

The Youth Education Enhancement Program (YEEP) at Peoples' Self-Help Housing meets the community's need of providing one-on-one and small group literacy and homework assistance to children of low-income monolingual Spanish speaking parents. With local school budget cuts, fewer teachers and remedial programs, and class sizes of 30 or more, children who have trouble in reading and math need additional, individual and intensive support or they will fall behind in school and are unlikely will catch up. Research has shown that if a child cannot read by the third grade, they are unlikely to graduate from high school. Peoples' has provided a free after school education and homework assistance program in Carpinteria since 2006. YEEP operates 3:00 pm until 6:00 pm.

Educators and volunteers help students complete their school work daily. Many parents work one or two jobs and cannot deliver or take their children to other programs in Carpinteria. Children come to the center afterschool and then walk home. Parents feel that their children are safe and near home. There are no transportation barriers or costs. YEEP has been able to stay open during the summer when there is the biggest 'learning loss'. Summer school has been cancelled at Carpinteria schools for the past 3 yrs. Research published in 2007 by the University of California, Irvine documented that students who regularly attend quality after school programs, not only demonstrate significant academic gains and work habits but also have significant reductions in misconduct and substance abuse, both precursors and characteristics of gang involvement. This nationwide study focused on economically disadvantaged minority youth, many who were children of immigrants, which is a similar population to that at our Carpinteria housing complexes. The RAND Corporation also published a study of after school programs and found that low-income families were unlikely to attend after school programs unless transportation was removed as a barrier. By offering the program where the children live, we are removing that barrier. Parents also become involved and support the program.

3. Describe the proposed project: How will your agency use these grant funds to address the unmet community needs described above? **Please be sure to include what the requested grant funds will be used for specifically.** (250 words or less)

Grant funds will be used to pay the personnel costs of the part time (12-15 hours per week) educators at Dahlia Court and Chapel Court Learning Centers which serve over 50 children.

Our YEEP educators meet with parents and teachers throughout the school year to assess each student, create individualized curriculum to address the child's academic needs, and to help motivate and train parents to become advocates for their child's academic success. The educator can attend teacher conferences with the parents and serves as a translator which often is not supplied by the schools. YEEP tracts report card grades and STAR test results.

Our program creates an effective team that motivates the child to complete daily homework, improve grades, stay at grade level, and graduate on time. Children receive one-on-one instruction which may not be available in crowded classrooms. YEEP also offers unique enrichment activities in the arts, science, cultural arts, social studies, nutrition, and physical education.

4. Personnel/Staff Capacity: Briefly describe the agency's existing staff positions and qualifications (including whether staff is full-time, part-time, volunteer, etc.), its capacity to carry out this activity, and state whether the agency has a personnel policy manual with an affirmative action plan and grievance procedure. (200 words or less)

The Carpinteria Youth Education Enhancement Program (YEEP) is currently facilitated by YEEP Educators Svetlana Gizulina and Jessica Blazer.

Svetlana works at Chapel Court. She holds a degree in language arts from Ekaterinburg Pedagogical University in Russia. She also earned a teacher's permit from SBCC, Early Childhood Education. She is a talented musician and was a music teacher St. John of Damascus Academy.

Jessica holds a B.A. from Western Oregon University in secondary education/English as a Second Language. She is a certificated teacher in the state of Oregon and taught school in Washington State and Mexico.

Rochelle Rose CFRE is Peoples' Director of Development and Youth Education Manager. Rochelle holds a degree in sociology from UCSB. She worked for 15 years for United Boys & Girls Clubs of Santa Barbara which had a after school programs for 5,000 youth members in 6 cities as well as licensed after school programs for over 400 students daily. She also supervises Peoples' five other YEEP centers (total students 350 daily) operating in Paso Robles, Santa Maria, Guadalupe, Lompoc, and Santa Barbara.

Peoples' has a personnel manual with an affirmative action policy and grievance procedure.

5. Does your agency have a personnel policy manual with an affirmative action plan and grievance procedure? x yes no
6. Describe the unit of service, other than persons, to be provided by the proposed program. (i.e. meals served, shelter bed nights, rental assistance, utility payment, etc.) (150 words or less)

One unit of service is equal to one hour of after school youth education or participation in an educational workshop by a parent or child.

7. What **outcome measures** will your agency utilize during the one-year grant period to determine how well the program proposed in this application is serving the community? Please provide at least three specific measures. *Please note, if awarded funds, agency will be required to report on outcome measures quarterly.* (250 words or less)

80% of 60 students will improve by one grade level, i.e. "C" to a "B", in math or language arts over the course of a school year.

75% of 60 students will improve annual STAR test results in math or English over a period of 12 months.

35 parents will attend an educational workshop held on site and hosted by YEPP in topic area that will reinforce their children's school success. Topics may include college preparation & scholarship opportunities, drug abuse and gang prevention, and career exploration.

8. Is there a fee charged or donation suggested for your services? yes x no
If yes, attach a copy of the fee schedule, and describe pricing methodology in the space below. (150 words or less)

Section D – Beneficiary Information

1. **Verification of Eligibility:** Please identify the beneficiaries of this proposed project. **Select LMA or LMC.**

- Low/Moderate Income Area Benefit (LMA)**

Program service area has been identified and determined to be statistically low-income based on the 2010 Census. (Please attach map to allow us to determine Census Tract eligibility.)

- Low/Moderate Income Limited Clientele (LMC)**

Self Certification:

yes no

Clients independently “self-certify” on a membership form, intake form, etc. (If you use this method, please attach blank intake form.)

Client Document Review:

x yes no

Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. (If you use this method, please attach blank worksheet.)

Presumed Beneficiaries:

yes no

Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. (If you use this method, please indicate which group.)

2. Ethnicity and Race

- a. Does your organization request information on whether your clients are of Hispanic ethnicity? x yes no
- b. Does your organization ask all clients (including Hispanic clients) whether they are one or more of the following races? x yes no

County of Santa Barbara 2012 Application

- White
- Black or African American
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- Asian
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- American Indian or Alaska Native and White
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- c. If your organization does not currently obtain ethnicity and race information on the clients to be served by the proposed project, please explain how this information will be obtained to meet this requirement:

3. Additional Beneficiary Information

- a. Number of persons during one grant year able to access a **new** public service program that did not previously exist and will be available if this application is funded: _____
- b. Number of persons during one grant year with access to an **improved or expanded** Public service program if this application is funded: 60 youth, 35 adults = 95 total number of persons
- c. Number of **new** bed nights during one grant year to be funded in an overnight shelter or other emergency housing facility if this application is funded, if applicable: _____
- d. Number of **increased** bed nights during one grant year in overnight shelter or other emergency housing to be funded if this application is funded, if applicable: _____
- e. **Total persons benefiting from this project:** 95 persons

Section E - Financial Information

1. **Financial Capacity:** Describe the agency’s current operating budget, itemizing revenues and expenses. Identify commitments for ongoing funding. Describe the agency’s fiscal management, including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. (150 words or less)

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Our fiscal department is directed by Accounting Director Maura Shannon who is a CPA with over 30 years experience. She has worked for PSHH for 10 years. Maura directs a staff of 6 accountants. Fiscal procedures are guided by our Accounting Policies Manual, and are audited under OMB-133 annually. Our audits receive unqualified reports every year. Our records are designed to properly account for expenditures for each grant, and to meet all regulatory requirements. Due to our accounting knowledge and systems, we have been able to provide accounting training to other nonprofits.

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Fiscal Year and Audit Reports

3. What is your agency's fiscal year end date? 6/30
4. Please attach a copy of your organizations audited financial statements for the most recent fiscal year beginning after January 1, 2010. *(Please include a copy of the most recent financial audit with your completed application— See Required Attachments).* What fiscal year did this most recent audit include?
 7/1/2010 – 6/30/11 (Month/Year - Month/Year)

5. Are there any outstanding financial audit findings which remain unresolved? yes no
If yes, please explain. _____

6. Has your agency expended more than \$500,000 in federal funds in its last operating year? yes no
(Including federal funds expended that were passed through from other agencies, i.e., State of California, City of Lompoc, etc.)

If you answered "yes" to question 6, please answer questions 7 and 8 below. If you answered "no" to question 6, please proceed to question 9.

7. Was there an audit conducted in compliance with the Single Audit Act (OMB A-133)? yes no

8. Are there any outstanding single audit findings which remain unresolved? yes no
If yes, please explain. _____

9. If your organization is a non-profit organization, does your organization comply with the following:

- a) OMB Circular A-110, as implemented at 24 CFR Part 84 "Uniform Administrative Requirements for Grants and Agreements with Non-Profit Organizations" yes no
- b) OMB Circular A-122 "Cost Principles for Non-Profit Organizations" yes no
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- d) OMB Circular A-87 "Cost Principles for State, Local and Indian Tribal Governments" yes no
- e) Does your organization have the financial capacity to administer your program under a cost reimbursement system where invoices are only processed once each month? yes no
- f) Does your organization have any outstanding litigation or other legal issues? yes no
If yes, please attach written explanation as a separate sheet.

10. How many members serve on your Board of Directors? 11

11. How often does your Board of Directors meet? bi-monthly

12. Does your Board of Directors have an audit committee? yes

13. Describe the financial expertise currently serving on your Board of Directors.

Treasurer Charles Fruit is an Bank Executive Vice President; Karol Schulkin runs the Homeless Services program, County of Ventura; Secretary Jolie Ditmore was the financial administrator of Central Coast Pathology/she is now a consultant; David Gustafson is the retired manager of Community Development Department, City of Santa Barbara.

14. What financial experts currently serve in an advisory capacity to your Board of Directors? Please list and provide contact information.

NA

15. Please provide the names and contact information of the Board of Directors and the Officers on a separate sheet.

(attached)

Section F – Program and Agency Revenue and Expense Information

I. Funding Sources for Proposed Program Only

<i>Sources of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG Public Services funds:	7,500	6,405	8,000
CDBG funds requested <u>for this program</u> from other jurisdictions			
Other local cities' funds:			
County Human Services Program funds:			
Other Federal funds:			
State funds:			
Private trusts and foundation funds:	23,691	33,812	25,000
Donations:	1,729		
Special fundraising events:		4,065	2,055
Client fees:			
Other funds (explain): Income from PSHHC & Properties _____	10,164		14,136
Total Project Budget:	43,084	44,282	49,191

II. Expenditures for Proposed Program Only

<i>Uses of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes	26,619	21,043	22,000
Consultants and Contracts			
Facility, Utilities, Maintenance	4,914	4,759	5,959
Telephone, Fax	1,094	1,000	2,000
Supplies	1,481	3,356	4,356
Postage & Shipping			
Marketing (Printing, Advertising)	203	150	150
Travel, Mileage, Training	98	200	200
Grant & Program Expenses	2,076	7,000	7,000
Insurance	136	132	150
Other uses (explain):_Indirect @ 15%_____	6,463	6,642	7,376
Total Project Budget:	43,084	44,282	49,191

III. Funding Sources for Applicant's Entire Agency

<i>Sources of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG funds:	15,500	14,405	16,000
CDBG funds requested <u>for this program</u> from other jurisdictions	16,782	30,462	30,667
Other local cities' funds:	15,500	9,632	9,632
County Human Services Program funds:			
Other Federal funds:	924,772	1,116,972	1,116,972
State funds:	87,494	96,960	96,960
Private trusts and foundation funds:	192,812	132,000	130,200
Donations:	68,332	83,841	83,841
Special fundraising events:	140,069	20,000	20,000
Rents-Affordable Housing Program	4,144,490	4,130,000	4,130,000
Gain on Sale (proceeds restricted to new construction projects)	2,462,333	-	-
Interest & Dividends	218,884	29,000	29,000
Construction & Miscellaneous revenue	1,166,497	1,612,780	1,612,780
Total Agency Budget:	9,453,465	7,276,052	7,276,052

IV. Expenditures of Applicant's Entire Agency

<i>Uses of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes	3,076,501	3,093,894	3,093,894
Consultants and Contracts	92,264	93,341	93,341
Facility, Utilities, Maintenance	73,620	60,179	60,179
Telephone, Fax	36,338	35,906	35,906
Supplies	183,312	124,457	124,457
Postage & Shipping	13,468	10,860	10,860
Marketing (Printing, Advertising)	23,254	14,303	14,303
Travel, Mileage, Training	122,281	91,586	91,586
Rental Property Expenses, including depreciation & accrued interest	3,897,052	3,955,000	3,955,000
Insurance	29,537	68,938	68,938
Depreciation	51,733	54,172	54,172
Interest & Miscellaneous	55,445	62,358	62,358
Less: Construction project costs capitalized	(954,825)	(513,770)	(513,770)
Total Agency Budget:	6,699,980	7,151,224	7,151,224

1. Describe your agency's short to mid-term financial forecast: What factors are causing your agency's budget to increase, decrease, or remain level in the next three years? (150 words or less)

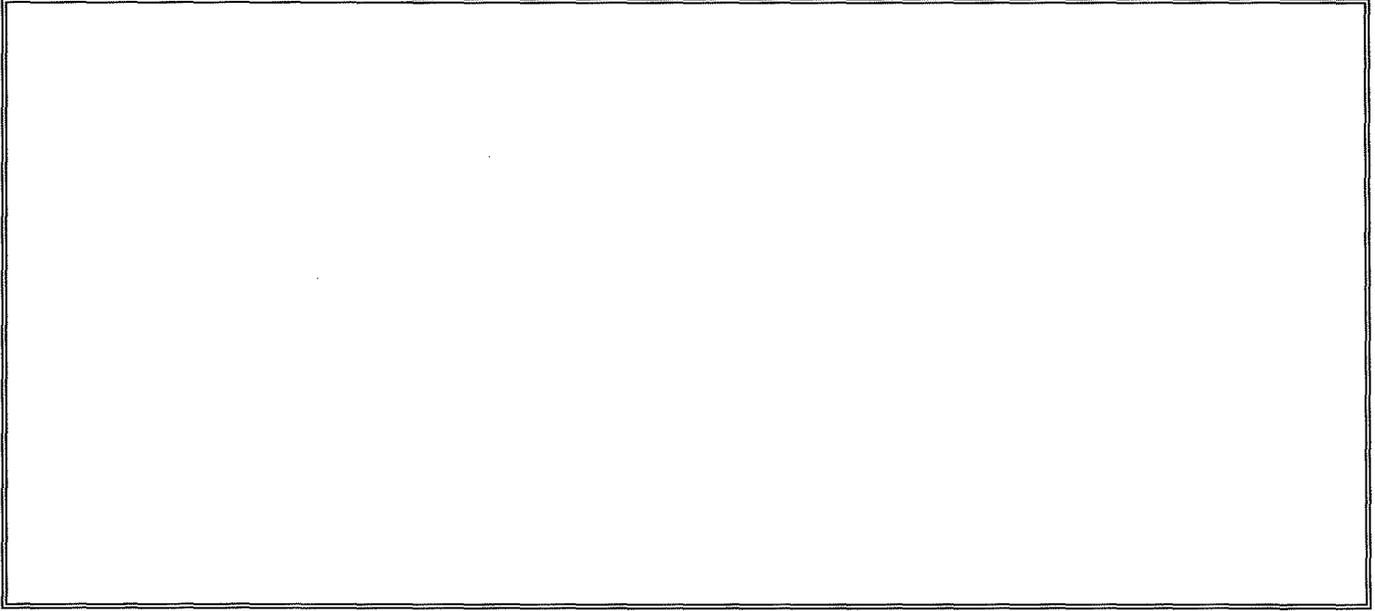
In the next three years we anticipate that our agency's budget will increase as we proceed with rental property developments in Carpinteria (2), Santa Maria, Goleta, Avila Beach, Templeton, Pismo Beach, and Arroyo Grande. Due to increased construction activity Peoples' hired a full time construction assistant and a project manager in 2011.

2. If this request is not fully funded, can your proposed program operate with a reduced CDBG award? yes

no

Please explain what services can be offered with lower funding. (150 words or less)

If our request is not fully funded, Peoples' would close the program during the summer or reduce hours and days that the program operated during the school year.



Attachment A-5

**United Way of Santa Barbara
Financial Empowerment Program**



**COUNTY OF SANTA BARBARA
HOUSING AND COMMUNITY DEVELOPMENT
CDBG PUBLIC SERVICES PROGRAM**

Project Proposal for Program Year 2012-2013

FOR OFFICIAL USE ONLY	
Rec'd	_____
Initials	_____
<input type="checkbox"/> Logged	
<input type="checkbox"/> Scanned	

Total Requested Program Funding by Jurisdiction: <i>(Check all that apply)</i>	<input checked="" type="checkbox"/> Santa Barbara County	\$ <u>12,000</u>
	<input checked="" type="checkbox"/> Carpinteria	\$ <u>5,975</u>
	<input type="checkbox"/> Solvang	\$ _____

Are you also applying for program funding through any of the listed jurisdictions' NOFAs? *(Check all that apply)*

<input checked="" type="checkbox"/> Goleta	\$ <u>4,000</u>
<input type="checkbox"/> Lompoc	\$ _____
<input type="checkbox"/> Santa Maria	\$ _____

Section A – General Program Information Summary

1. Program Title: Financial Empowerment Partnership (FEP)
2. Brief Summary of the Program: FEP is an initiative designed to increase long-term financial assets for low-income families through five major projects.
3. Service Area of Proposed Program (i.e., specific city, countywide, etc.) SB County (Carpinteria to Santa Maria)

Section B – General Applicant Information

1. Legal Name of Applicant Organization: United Way of Santa Barbara County (UWSBC)
2. Are you a 501(c) organization? yes no
(All agencies must complete a Board of Directors Affidavit on page 14)
3. Address of Organization:
 - a. Street: 320 East Gutierrez Street Suite # _____
 - b. City: Santa Barbara State: CA Zip: 93101
4. Mailing Address (if different from above):
 - a. Street: _____ Suite # _____
 - b. City: _____ State: _____ Zip: _____

5. Person to Contact Regarding this Application:

- a. Name: Katie Higgins
- b. Relationship to Agency: Grants Assistant
- c. Street: 320 East Gutierrez Street Suite/Apt. # _____
- d. City: Santa Barbara State: CA Zip: 93101
- e. Work Phone: (805) 965 - 8591 Ext. 107
- f. Fax: (805) 962 - 3461
- g. E-mail: khiggins@unitedwaysb.org

6. Name and contact information of Fiscal Agent:

- a. Name: Jerry Newton
- b. Agency / Organization: United Way of Santa Barbara County
- c. Street: 320 East Gutierrez Street Suite # _____
- d. City: Santa Barbara State: CA Zip: 93101
- e. Work Phone: (805) 965 - 8591 Ext. 124
- f. Fax: (8085) 962 - 3461
- g. E-mail: jnewton@unitedwaysb.org

7. Organization's Federal Identification Number (Tax ID #) 951641968

8. Agency Organizational DUNS number: 172851198
(If you do not have a DUNS number, go to <http://fedgov.dnb.com/webform> to register)

9. Are you registered with the California Attorney General Registry of Charitable Trusts? yes no

10. If yes to question 10, please provide your Registry of Charitable Trusts Registration Number: # 000660

Section C – Program Description Narratives

1. Please describe the target population you intend to serve in your program (150 words or less)

Hundreds of low-income families (earning \$49,000 or less annually for a family of four) in the south Santa Barbara County community have never filed a tax return, have nothing put away for emergencies or their children’s education, and they often do not have bank accounts. These are hard-working families who can easily become financially devastated by even the smallest and unexpected events such as auto repair.

2. Please describe the unmet community need this project proposes to meet, and describe the methodology and resources used to identify this unmet need (200 words or less)

UWSBC’s FEP Initiative aims to serve Santa Barbara County’s low-income individuals/families and seniors. According to the Community Action Commission of Santa Barbara’s 2010/2011 Community Action Plan, 48,000 or about 12.2% of SBC families live below the poverty threshold (\$22,350 for a family of four). This percentage is consistent with the statewide poverty rate of 12.4% (CACSB). According to the 2009, American Community Survey 1-year estimates:

- 20.5% of children under the age of 18 live in poverty. Most of these children are dependents within low-income households.
- 4.5% of individuals over the age of 65 live in poverty within SBC. South SBC is seeing jobs disappear and housing prices remain out of reach for low-income individuals.

Currently there are few organizations providing comprehensive financial solutions that will enable low-income families to invest in their family's future. Because they do not have the tools to manage household expenses, build savings, and gain assets, these families are unable to break the cycle of poverty.

The FEP Initiative was developed in response to UWSBC's 2006-2009 Power of Partnership Initiative, which asked over 6,000 community members to identify their hopes and goals for the future. These individuals recognized a service gap in financial services for low-income families.

3. Describe the proposed project: How will your agency use these grant funds to address the unmet community needs described above? Please be sure to include what the requested grant funds will be used for specifically. (250 words or less)

UWSBC's FEP provides five major projects to help low-income families build long-term financial assets:

1. VITA (Volunteer Income Tax Assistance): collecting individual taxpayer information, electronic filing and processing of tax returns and refunds, and training and mentoring high school and adult students to become IRS-certified VITA tax preparers.
2. Financial Literacy Education: helping to deliver education to qualified clients, standardizing IRS-approved English and Spanish curriculum to be used by certified student and adult tax preparers joined by volunteer financial presenters throughout the south county.
3. 529 College Plans: encouraging and providing access to college savings plans with reduced or waived fees.
4. Retirement Accounts: encouraging and providing access to retirement plans with reduced or waived fees.
5. Emergency Savings Accounts: providing clients opportunities to create and use emergency savings accounts to reduce usage of "payday" loan services.

CDBG grant funds would be used to provide \$6,075 in staff support (Community Impact Coordinator and Executive Director to coordinate partnership activities), \$6,000 to support VITA sites at Santa Barbara High School and Dos Pueblos High School, and \$5,900 for curriculum and supplies for financial literacy.

4. Personnel/Staff Capacity: Briefly describe the agency's existing staff positions and qualifications (including whether staff is full-time, part-time, volunteer, etc.), its capacity to carry out this activity, and state whether the agency has a personnel policy manual with an affirmative action plan and grievance procedure. (200 words or less)

UWSBC (providing high quality programs and services to our community since 1923) is the lead agency for FEP and provides oversight, administration, evaluation development, staff training, and resource development. FEP key staff includes:

- Sara Templeton, Community Impact Coordinator (F/T) coordinates and supports all FEP activities.
- Paul Didier (F/T), another key program staff member, has been President and CEO of United Way of Santa Barbara County since 1978. A Certified Financial Planner, a UCSB and Harvard MBA graduate, and a former real estate broker and syndicator with his own firm, he has applied for-profit, market driven innovations to United Way and other non-profit organizations.

UWSBC's numerous partnerships with local businesses, non-profit organizations, and public agencies serving similar target populations have given UWSBC the expertise and unique placement to better serve low-income children and their families. For the past 15 years, UWSBC has provided direct services to underprivileged and underserved Santa Barbara County children, families, and seniors.

5. Does your agency have a personnel policy manual with an affirmative action plan and grievance procedure? yes no
6. Describe the unit of service, other than persons, to be provided by the proposed program. (i.e. meals served, shelter bed nights, rental assistance, utility payment, etc.) (150 words or less)

For the 2012 FEP program, units of service to be provided include:
Total hours of financial literacy educational services: 56
Total hours of VITA services: 297
Number of Mega Tax Days (assembling all FEP activities for an all-day expo): 4

7. What **outcome measures** will your agency utilize during the one-year grant period to determine how well the program proposed in this application is serving the community? Please provide at least three specific measures. *Please note, if awarded funds, agency will be required to report on outcome measures quarterly.* (250 words or less)

Outcome Measures for FEP:
- Increase the number of client participants in all current projects by 20% (from 2,100 families in 2010-2011 to 2,520 in 2012-2013).
- Increase the number of client participants opening and utilizing savings, college, or retirement accounts by 20%.

8. Is there a fee charged or donation suggested for your services? yes no
If yes, attach a copy of the fee schedule, and describe pricing methodology in the space below. (150 words or less)

N/A

Section D – Beneficiary Information

1. **Verification of Eligibility:** Please identify the beneficiaries of this proposed project. Select LMA or LMC.

- Low/Moderate Income Area Benefit (LMA)

Program service area has been identified and determined to be statistically low-income based on the 2010 Census. (Please attach map to allow us to determine Census Tract eligibility.)

- Low/Moderate Income Limited Clientele (LMC)

Self Certification:

yes no

Clients independently “self-certify” on a membership form, intake form, etc. (If you use this method, please attach blank intake form.)

Client Document Review:

yes no

Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. (If you use this method, please attach blank worksheet.)

Presumed Beneficiaries:

yes no

Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. (If you use this method, please indicate which group.)

-
2. **Ethnicity and Race**

- a. Does your organization request information on whether your clients are of Hispanic ethnicity? yes no

b. Does your organization ask all clients (including Hispanic clients) whether they are one or more of the following races? yes no

- White
- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander
- American Indian or Alaska Native and White
- Asian and White
- Black or African American and White
- American Indian or Alaska Native and Black or African American
- Balance/Other (The balance category will be used to report individuals that are not included in any of the single race categories or in any of the multiple race categories listed above.)

c. If your organization does not currently obtain ethnicity and race information on the clients to be served by the proposed project, please explain how this information will be obtained to meet this requirement:

3. Additional Beneficiary Information

- a. Number of persons during one grant year able to access a **new** public service program that did not previously exist and will be available if this application is funded: N/A
- b. Number of persons during one grant year with access to an **improved or expanded** Public service program if this application is funded: 2520
- c. Number of **new** bed nights during one grant year to be funded in an overnight shelter or other emergency housing facility if this application is funded, if applicable: N/A
- d. Number of **increased** bed nights during one grant year in overnight shelter or other emergency housing to be funded if this application is funded, if applicable: N/A
- e. **Total persons benefiting from this project:** 2520

Section E - Financial Information

1. **Financial Capacity:** Describe the agency’s current operating budget, itemizing revenues and expenses. Identify commitments for ongoing funding. Describe the agency’s fiscal management, including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. (150 words or less)

Operating Budget: \$1,962, 755. Revenues: Annual Campaign (\$2,002,477); Other Campaign Revenue (\$28,000); Other Revenue (\$717,500); Legacies & Bequests (\$175,000); Investment Income (\$232,500) - total \$3,155,477. Expenses: Salaries & Benefits (\$1,093,620); Professional Fees (\$81,275); Supplies/Telephone (\$361,950); Postage (\$68,427); Occupancy (\$49,400); Equipment Rental & Maintenance (\$47,000); Printing & Publications (\$48,600); Travel/Conferences (\$114,750); Miscellaneous (\$97,700) - total \$1,192,722. 2011 audit is available.

2. **Federal Grant Experience within past 5 years:**
(County & City CDBG/ESG grants are examples of Federal Grants)

Federal Grant Program	Project Name	Purpose of Grant	Date Obtained	Funding Amount
94.018	Summer of Service	Service-Learning Education	04/10/2010	75,000
SB City CDBG	Pre-K Institutes	Early Education	07/30/2010	2,500
SBC Human Svcs	Fun in the Sun	Summer Learning	07/01/2011	8,830

Fiscal Year and Audit Reports

3. What is your agency's fiscal year end date? 06/30/2012
4. Please attach a copy of your organizations audited financial statements for the most recent fiscal year beginning after January 1, 2010. (Please include a copy of the most recent financial audit with your completed application— See Required Attachments). What fiscal year did this most recent audit include?
07/2010 - 06/2011 (Month/Year - Month/Year)
5. Are there any outstanding financial audit findings which remain unresolved? yes no
If yes, please explain. _____
6. Has your agency expended more than \$500,000 in federal funds in its last operating year? yes no
(Including federal funds expended that were passed through from other agencies, i.e., State of California, City of Lompoc, etc.)

If you answered "yes" to question 6, please answer questions 7 and 8 below. If you answered "no" to question 6, please proceed to question 9.

7. Was there an audit conducted in compliance with the Single Audit Act (OMB A-133)? yes no

8. Are there any outstanding single audit findings which remain unresolved? yes no

If yes, please explain. _____

9. If your organization is a non-profit organization, does your organization comply with the following:

a) OMB Circular A-110, as implemented at 24 CFR Part 84 "Uniform Administrative Requirements for Grants and Agreements with Non-Profit Organizations" yes no

b) OMB Circular A-122 "Cost Principles for Non-Profit Organizations" yes no

c) OMB Circular A-133 "Audits of States, Local Governments and Non-Profit Organizations" yes no

d) OMB Circular A-87 "Cost Principles for State, Local and Indian Tribal Governments" yes no

e) Does your organization have the financial capacity to administer your program under a cost reimbursement system where invoices are only processed once each month? yes no

f) Does your organization have any outstanding litigation or other legal issues? yes no
If yes, please attach written explanation as a separate sheet.

10. How many members serve on your Board of Directors? 23

11. How often does your Board of Directors meet? 5 times per year

12. Does your Board of Directors have an audit committee? Yes

13. Describe the financial expertise currently serving on your Board of Directors. UWSBC's Board of Directors is comprised of former/current business and non-profit executives with decades of financial experience.

14. What financial experts currently serve in an advisory capacity to your Board of Directors? Please list and provide contact information.

Mike Noling - Chair, Audit Committee; ph: 969-0785; email: mnoling@gmail.com

Rick Nightingale, CPA - Audit Committee; ph: 963-1837; email: rnightingale3@cox.net

Mike Bergquist - Chair, Investment Committee; ph: 568-5313; email: michael@mjbplanning.com

Rick Scott - CFO, Board of Directors; ph: 682-7300; email: rick@ccsb.org

15. Please provide the names and contact information of the Board of Directors and the Officers on a separate sheet.

Section F – Program and Agency Revenue and Expense Information

I. Funding Sources for Proposed Program Only

<i>Sources of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG Public Services funds:			17,597
CDBG funds requested <u>for this program</u> from other jurisdictions			
Other local cities' funds:			
County Human Services Program funds:			
Other Federal funds:		1,000	
State funds:			
Private trusts and foundation funds:			15,000
Donations:			15,000
Special fundraising events:			
Client fees:			
Other funds (explain): <u>UWSBC Campaign Funds</u>	40,214	45,214	
<u>_____</u>			
Total Project Budget:	40,214	46,214	47,597

II. Expenditures for Proposed Program Only

<i>Uses of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes	14,592	14,592	14,592
Consultants and Contracts	3,000	6,000	6,000
Facility, Utilities, Maintenance	0	0	0
Telephone, Fax	872	872	872
Supplies	6,600	6,600	6,600
Postage & Shipping	500	500	500
Marketing (Printing, Advertising)	12,000	15,000	15,000
Travel, Mileage, Training	450	450	450
Equipment Rental/Maintenance	0	0	0
Insurance	0	0	0
Other uses (explain): <u>Indirect at 5% (\$1,100)</u>	2,200	2,200	2,200
<u>_____</u>			
Total Project Budget:	40,214	46,214	46,214

III. Funding Sources for Applicant's Entire Agency

<i>Sources of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG funds:			
CDBG funds requested for this program from other jurisdictions			
Other local cities' funds:			
County Human Services Program funds:			
Other Federal funds:			
State funds:			
Private trusts and foundation funds:			
Donations:	2,810,681	1,913,046	2,850,000
Special fundraising events:	140,372	132,544	135,000
Client fees:			
Other funds (explain): <u>Investment Income</u>	1,188,370	(513,789)	562,500

Total Agency Budget:	4,139,423	1,531,801	3,547,500

IV. Expenditures of Applicant's Entire Agency

<i>Uses of revenue to be utilized for Applicant Agency</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes	1,029,841	506,738	1,040,000
Consultants and Contracts	107,110	37,512	85,000
Facility, Utilities, Maintenance	56,342	17,790	45,000
Telephone, Fax	12,475	5,613	12,500
Supplies	395,248	34,915	150,000
Postage & Shipping	29,522	29,137	30,000
Marketing (Printing, Advertising)	42,963	33,726	52,000
Travel, Mileage, Training	81,317	91,148	110,000
Equipment Rental/Maintenance	41,541	18,979	42,000
Insurance	2,951	1,252	3,000
Other uses (explain): <u>Allocations (837,387) + uncollectible pledges (176,893)</u>	1,160,482	855,554	1,120,000

Total Agency Budget:	2,959,792	1,632,364	2,689,500

1. Describe your agency's short to mid-term financial forecast: What factors are causing your agency's budget to increase, decrease, or remain level in the next three years? (150 words or less)

UWSBC is projecting budget reductions for the 2012-2013 year primarily due to investment loss projections. Environmental factors, such as a volatile stock market, have caused UWSBC's budget to decrease slightly. While donations from Santa Barbara County residents are now increasing (after three consecutive years of decreases), the decreasing value of investments in the current stock market have influenced budgetary decisions for the next three years.

For example, we have had changes in the workplace (i.e. furloughs, staff reductions, etc.) which have impacted United Way workplace campaigns, and individual donors (especially older, retired individuals) are reducing their gifts. However, UWSBC is implementing new fundraising strategies with individual major gift prospects for 2012. UWSBC is also approaching additional federal, state and other foundation funding sources, and planning new fundraising events throughout the 2012 year.

2. If this request is not fully funded, can your proposed program operate with a reduced CDBG-award? yes no
Please explain what services can be offered with lower funding. (150 words or less)

A reduced CDBG award would still support program materials and staff at whatever level is available. All current FEP activities (VITA, Financial Literacy, 529 Plans, Retirement Accounts, and Emergency Savings Accounts, etc.) are scalable and will be offered; however the number of families served would be reduced. UWSBC is committed to providing low-income families with the financial services they need to build assets. UWSBC will continue to provide services for as many families as we can support. UWSBC's grants coordinator seeks funding from public organizations, private foundations, and corporations year-round in order to raise enough funding for next year's FEP program.

Attachment A-6

**United Way of Santa Barbara County
Fun in the Sun**



**COUNTY OF SANTA BARBARA
HOUSING AND COMMUNITY DEVELOPMENT
CDBG PUBLIC SERVICES PROGRAM**

Project Proposal for Program Year 2012-2013

FOR OFFICIAL USE ONLY	
Rec'd _____	
Initials _____	
<input type="checkbox"/> Logged	
<input type="checkbox"/> Scanned	

Total Requested Program Funding by Jurisdiction: <i>(Check all that apply)</i>	<input checked="" type="checkbox"/> Santa Barbara County	\$ 15,000
	<input checked="" type="checkbox"/> Carpinteria	\$ 4,000
	<input type="checkbox"/> Solvang	\$ _____

Are you also applying for program funding through any of the listed jurisdictions' NOFAs? *(Check all that apply)*

<input checked="" type="checkbox"/> Goleta	\$ 4,000
<input type="checkbox"/> Lompoc	\$ _____
<input type="checkbox"/> Santa Maria	\$ _____

Section A – General Program Information Summary

1. Program Title: Fun in the Sun (FITS)
2. Brief Summary of the Program: FITS is a seven-week long summer enrichment program for financially and academically at-risk children ages 6-18.
3. Service Area of Proposed Program (i.e., specific city, countywide, etc.) SB County (Carpinteria to Santa Maria)

Section B – General Applicant Information

1. Legal Name of Applicant Organization: United Way of Santa Barbara County (UWSBC)
2. Are you a 501(c) organization? yes no
(All agencies must complete a Board of Directors Affidavit on page 14)
3. Address of Organization:
 - a. Street: 320 East Gutierrez Street Suite # _____
 - b. City: Santa Barbara State: CA Zip: 93101
4. Mailing Address (if different from above):
 - a. Street: _____ Suite # _____
 - b. City: _____ State: _____ Zip: _____

5. Person to Contact Regarding this Application:

- a. Name: Katie Higgins
- b. Relationship to Agency: Grants Assistant
- c. Street: 320 East Gutierrez Street Suite/Apt. #
- d. City: Santa Barbara State: CA Zip: 93101
- e. Work Phone: (805) 965 - 8591 Ext. 107
- f. Fax: (805) 962 - 3461
- g. E-mail: khiggins@unitedwaysb.org

6. Name and contact information of Fiscal Agent:

- a. Name: Jerry Newton
- b. Agency / Organization: United Way of Santa Barbara County
- c. Street: 320 East Gutierrez Street Suite #
- d. City: Santa Barbara State: CA Zip: 93101
- e. Work Phone: (805) 965 - 8591 Ext. 124
- f. Fax: (8085) 962 - 3461
- g. E-mail: jnewton@unitedwaysb.org

7. Organization's Federal Identification Number (Tax ID #) 951641968

8. Agency Organizational DUNS number: 172851198
(If you do not have a DUNS number, go to <http://fedgov.dnb.com/webform> to register)

9. Are you registered with the California Attorney General Registry of Charitable Trusts? yes no

10. If yes to question 10, please provide your Registry of Charitable Trusts Registration Number: # 000660

Section C – Program Description Narratives

1. Please describe the target population you intend to serve in your program (150 words or less)

100% of FITS participants are considered low-income (earning \$49,000 or less annually for a family of four) and qualify for free/reduced lunch. Local and state data show that the average FITS participant is: undernourished; reside in sub-standard single-family dwellings with two to three families; and have at least one family member who is a victim of domestic violence, substance abuse, and/or gang involvement. These children score below proficient on California language arts and mathematics testing and are at risk of dropping out of school. The average parent of a FITS participant works 2.2 jobs in order to provide for their family's basic needs. Up to 40 participants come from The Transition House, a homeless shelter in Santa Barbara.

2. Please describe the unmet community need this project proposes to meet, and describe the methodology and resources used to identify this unmet need (200 words or less)

FITS is designed to combat what educators call "summer learning loss" (a three-month loss in basic reading proficiency and other academic subjects that low-income and underserved students face during the summer months), as well as the achievement gap between low-income and middle/upper income students.

In our Santa Barbara County community educational budget cuts have eliminated summer school programs, leaving many low-income children without a safe and educationally stimulating environment for the summer months. Johns Hopkins research shows that on average "low-income students experience an average summer learning loss in reading achievement of over two months" compared to slight gains in reading achievement for their middle-income peers. This loss is amplified by the fact that, according to local teachers and the Santa Barbara Healthy Start Coordinator, low income and minority children often begin Kindergarten six months to two years behind their middle-income peers. This gap only increases through the early school years until oftentimes we find 5th graders reading at a 1st grade level and 12th graders reading at a 6th grade level.

Through its integrated series of planned educational, artistic, social/emotional and recreational activities, FITS' collaborative efforts are strategically aligned to reinforce attitudes and learning that would otherwise languish over the summer months. FITS strengthens learning skills and gives children the sense of connectedness, the life skills, and the self-respect they need to produce long-term internal, behavioral, and academic improvements and resist self-defeating behaviors.

3. Describe the proposed project: How will your agency use these grant funds to address the unmet community needs described above? **Please be sure to include what the requested grant funds will be used for specifically.** (250 words or less)

FITS is a rigorous standards-based, eight-hours per day, 5 days per week for 7 weeks program that combines quality, structured, and fun enrichment activities with an educational component that focuses on improving literacy, science, math, and behavioral/life skills. UWSBC's emphasis on program improvement and best model practices resulted in the implementation of the Reading Plus program in FITS 2010. Reading Plus is an internet-based accelerated reading improvement program that outperformed previous reading results of FITS participants. FITS also incorporates a service-learning component for middle school students (entering 6th-9th grade) called FITS-Summer of Service (FITS-SOS) that encourages increased civic engagement through student-planned and led service-learning projects related to environmental and disaster preparedness issues within their local communities. FITS also offers FITS parents Parent Education workshops during the summer, on topics such as: Positive Discipline, Parent/Child Engagement, Financial Literacy, etc. These parent workshops are attended by 97% of FITS parents.

FITS 2012 is projected to serve 200 students and 175 parents. CDBG funds would be applied toward educational/enrichment materials (for literacy development and service-learning) and staff support (program leaders and site coordinators) for the Carpinteria and Goleta sites.

4. Personnel/Staff Capacity: Briefly describe the agency's existing staff positions and qualifications (including whether staff is full-time, part-time, volunteer, etc.), its capacity to carry out this activity, and state whether the agency has a personnel policy manual with an affirmative action plan and grievance procedure. (200 words or less)

UWSBC (providing high quality programs and services to our community since 1923) is the lead agency for FITS and provides oversight, administration, evaluation development, staff training, and resource development. FITS key staff includes:

- FITS Coordinator (P/T) coordinates and supports all FITS activities.
- Paul Didier (F/T), another key program staff member, has been President and CEO of United Way of Santa Barbara County since 1978. A Certified Financial Planner, a UCSB and Harvard MBA graduate, and a former real estate broker and syndicator with his own firm, he has applied for-profit, market driven innovations to United Way and other non-profit organizations.

UWSBC's numerous partnerships with local school districts, non-profit organizations, public agencies, and businesses serving similar target populations have given UWSBC the expertise and unique placement to better serve low-income children and their families. For the past 15 years, UWSBC has provided direct services to underprivileged and underserved Santa Barbara County children, families, and seniors.

5. Does your agency have a personnel policy manual with an affirmative action plan and grievance procedure? yes no
6. Describe the unit of service, other than persons, to be provided by the proposed program. (i.e. meals served, shelter bed nights, rental assistance, utility payment, etc.) (150 words or less)

For the 2012 FITS program, units of service to be provided include:
Total hours of educational services (reading, journaling, service-learning, etc.): 170
Total hours of enrichment activities (field trips, nutritional classes, sports, etc.) 140
Total hours of care provided per participant during FITS-Carp program: 287

7. What **outcome measures** will your agency utilize during the one-year grant period to determine how well the program proposed in this application is serving the community? Please provide at least three specific measures. *Please note, if awarded funds, agency will be required to report on outcome measures quarterly.* (250 words or less)

Outcome Measures for FITS:
#1 – 60% of participants will display gains in reading comprehension and vocabulary skills.
#2 – 80% of participants will maintain or display a gain in positive perceptions of reading.
#3 – 80% of participants will maintain or display a gain in positive identity (i.e., self-concept and esteem, and positive view of personal future).
#4 – 80% of participants will maintain or display a gain in positive self-control (i.e., thinking carefully before acting, engagement in positive behaviors, and disengagement in negative behaviors).
#5 - 80% of participants will maintain or display a gain in their perceptions of caring and support from parents/caregivers.
#6 –80% of participants will maintain or display a gain in their ability to identify caring, supportive, non-parental adults.

8. Is there a fee charged or donation suggested for your services? yes no
If yes, attach a copy of the fee schedule, and describe pricing methodology in the space below. (150 words or less)

FITS will have suggested donations for the 2012 program. UWSBC first implemented suggested donations during summer 2011 and saw positive results from parent comments, participation, and support. UWSBC's suggested donation is \$12 per week per child (totaling \$84 for the summer for each child). UWSBC's total program cost per child is about \$1,200.

Participants and their families will have the opportunity to enhance FITS' programming and services and become more engaged with the program with this suggested donation. Families in FITS will not be required to donate, but will be given the opportunity to do so. Families who cannot donate, but are still interested in helping FITS, will have the option of volunteering in the program.

Section D – Beneficiary Information

1. **Verification of Eligibility:** Please identify the beneficiaries of this proposed project. **Select LMA or LMC.**

Low/Moderate Income Area Benefit (LMA)

Program service area has been identified and determined to be statistically low-income based on the 2010 Census. (Please attach map to allow us to determine Census Tract eligibility.)

Low/Moderate Income Limited Clientele (LMC)

Self Certification:

yes no

Clients independently "self-certify" on a membership form, intake form, etc. (If you use this method, please attach blank intake form.)

Client Document Review:

yes no

Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. (If you use this method, please attach blank worksheet.)

Presumed Beneficiaries:

yes no

Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. (If you use this method, please indicate which group.)

Illiterate persons

2. **Ethnicity and Race**

- a. Does your organization request information on whether your clients are of Hispanic ethnicity? yes no

b. Does your organization ask all clients (including Hispanic clients) whether they are one or more of the following races? yes no

- White
- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander
- American Indian or Alaska Native and White
- Asian and White
- Black or African American and White
- American Indian or Alaska Native and Black or African American
- Balance/Other (The balance category will be used to report individuals that are not included in any of the single race categories or in any of the multiple race categories listed above.)

c. If your organization does not currently obtain ethnicity and race information on the clients to be served by the proposed project, please explain how this information will be obtained to meet this requirement:

3. Additional Beneficiary Information

- a. Number of persons during one grant year able to access a **new** public service program that did not previously exist and will be available if this application is funded: N/A
- b. Number of persons during one grant year with access to an **improved or expanded** Public service program if this application is funded: 375
- c. Number of **new** bed nights during one grant year to be funded in an overnight shelter or other emergency housing facility if this application is funded, if applicable: N/A
- d. Number of **increased** bed nights during one grant year in overnight shelter or other emergency housing to be funded if this application is funded, if applicable: N/A
- e. **Total persons benefiting from this project:** 375

Section E - Financial Information

1. Financial Capacity: Describe the agency's current operating budget, itemizing revenues and expenses. Identify commitments for ongoing funding. Describe the agency's fiscal management, including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. (150 words or less)

Operating Budget: \$1,962, 755. Revenues: Annual Campaign (\$2,002,477); Other Campaign Revenue (\$28,000); Other Revenue (\$717,500); Legacies & Bequests (\$175,000); Investment Income (\$232,500) - total \$3,155,477. Expenses: Salaries & Benefits (\$1,093,620); Professional Fees (\$81,275); Supplies/Telephone (\$361,950); Postage (\$68,427); Occupancy (\$49,400); Equipment Rental & Maintenance (\$47,000); Printing & Publications (\$48,600); Travel/Conferences (\$114,750); Miscellaneous (\$97,700) - total \$1,192,722. 2011 audit is available.

2. Federal Grant Experience within past 5 years:
(County & City CDBG/ESG grants are examples of Federal Grants)

Federal Grant Program	Project Name	Purpose of Grant	Date Obtained	Funding Amount
94.018	Summer of Service	Service-Learning Education	04/10/2010	75,000
SB City CDBG	Pre-K Institutes	Early Education	07/30/2010	2,500
SBC Human Svcs	Fun in the Sun	Summer Learning	07/01/2011	8,830

Fiscal Year and Audit Reports

3. What is your agency's fiscal year end date? 06/30/2012
4. Please attach a copy of your organizations audited financial statements for the most recent fiscal year beginning after January 1, 2010. (Please include a copy of the most recent financial audit with your completed application— See Required Attachments). What fiscal year did this most recent audit include?
07/2010 - 06/2011 (Month/Year - Month/Year)
5. Are there any outstanding financial audit findings which remain unresolved? yes no
If yes, please explain. _____
6. Has your agency expended more than \$500,000 in federal funds in its last operating year? yes no
(Including federal funds expended that were passed through from other agencies, i.e., State of California, City of Lompoc, etc.)

If you answered "yes" to question 6, please answer questions 7 and 8 below. If you answered "no" to question 6, please proceed to question 9.

7. Was there an audit conducted in compliance with the Single Audit Act (OMB A-133)? yes no

8. Are there any outstanding single audit findings which remain unresolved? yes no

If yes, please explain. _____

9. If your organization is a non-profit organization, does your organization comply with the following:

a) OMB Circular A-110, as implemented at 24 CFR Part 84 "Uniform Administrative Requirements for Grants and Agreements with Non-Profit Organizations" yes no

b) OMB Circular A-122 "Cost Principles for Non-Profit Organizations" yes no

c) OMB Circular A-133 "Audits of States, Local Governments and Non-Profit Organizations" yes no

d) OMB Circular A-87 "Cost Principles for State, Local and Indian Tribal Governments" yes no

e) Does your organization have the financial capacity to administer your program under a cost reimbursement system where invoices are only processed once each month? yes no

f) Does your organization have any outstanding litigation or other legal issues? yes no
If yes, please attach written explanation as a separate sheet.

10. How many members serve on your Board of Directors? 23

11. How often does your Board of Directors meet? 5 times per year

12. Does your Board of Directors have an audit committee? Yes

13. Describe the financial expertise currently serving on your Board of Directors. UWSBC's Board of Directors is comprised of former/current business and non-profit executives with decades of financial experience.

14. What financial experts currently serve in an advisory capacity to your Board of Directors? Please list and provide contact information.

Mike Noling - Chair, Audit Committee; ph: 969-0785; email: mnoling@gmail.com

Rick Nightingale, CPA - Audit Committee; ph: 963-1837; email: rnightingale3@cox.net

Mike Bergquist - Chair, Investment Committee; ph: 568-5313; email: michael@mjbplanning.com

Rick Scott - CFO, Board of Directors; ph: 682-7300; email: rick@ccsb.org

15. Please provide the names and contact information of the Board of Directors and the Officers on a separate sheet.

Section F – Program and Agency Revenue and Expense Information

I. Funding Sources for Proposed Program Only

<i>Sources of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
County CDBG Public Services funds:			19,000
CDBG funds requested <u>for this program</u> from other jurisdictions			
Other local cities' funds:	10,000		
County Human Services Program funds:		8,830	10,000
Other Federal funds:			
State funds:			
Private trusts and foundation funds:	41,000	53,920	55,000
Donations:			
Special fundraising events:	10,000	10,000	10,000
Client fees:			
Other funds (explain): _____ _____			
Total Project Budget:	61,000	72,750	94,000

II. Expenditures for Proposed Program Only

<i>Uses of revenue to be utilized for this Public Services program</i>	<i>2010-11 (previous FY)</i>	<i>2011-12 (current FY)</i>	<i>2012-13 (proposed FY)</i>
Salaries, Benefit, Payroll Taxes	2,294	2,611	2,611
Consultants and Contracts	9,382	12,600	12,600
Facility, Utilities, Maintenance	1,000	2,000	2,000
Telephone, Fax	0	0	0
Supplies	2,233	2,500	2,500
Postage & Shipping	0	0	0
Marketing (Printing, Advertising)	1,325	1,350	1,350
Travel, Mileage, Training	0	0	0
Equipment Rental/Maintenance	0	0	0
Insurance	0	0	0
Other uses (explain): _____ _____	0	0	0
Total Project Budget:	16,234	21,061	21,061

1. Describe your agency's short to mid-term financial forecast: What factors are causing your agency's budget to increase, decrease, or remain level in the next three years? (150 words or less)

UWSBC is projecting budget reductions for the 2012-2013 year primarily due to investment loss projections. Environmental factors, such as a volatile stock market, have caused UWSBC's budget to decrease slightly. While donations from Santa Barbara County residents are increasing (after three consecutive years of decreases), the decreasing value of investments in the current stock market have influenced budgetary decisions for the next three years.

For example, we have had changes in the workplace (i.e. furloughs, staff reductions, etc.) which have impacted United Way workplace campaigns, and individual donors (especially older, retired individuals) are reducing their gifts. However, UWSBC is implementing new fundraising strategies with individual major gift prospects for 2012. UWSBC is also approaching additional federal, state and other foundation funding sources, and planning new fundraising events throughout the 2012 year.

2. If this request is not fully funded, can your proposed program operate with a reduced CDBG award? yes no
Please explain what services can be offered with lower funding. (150 words or less)

A reduced CDBG award would still support program materials and staff at whatever level is available. All current FITS activities (literacy development, service-learning, educational workshops, field trips, etc.) are scalable and will be offered; however the number of children and youth served would be reduced. UWSBC is committed to providing at-risk children, youth, and their families with a nationally-recognized, safe, and educational summer environment. UWSBC will continue to provide services for as many families as we can support.

UWSBC's grants coordinator seeks funding from public organizations, private foundations, and corporations year-round in order to raise enough funding for next summer's FITS program. In addition to grants, UWSBC's FITS endowment (totaling over \$800,000 in assets) guarantee a minimum yearly operating budget for the FITS program.

Attachment B

2007 – 2011 Public Service Grant Awards

City Council Allocation for CDBG

2011

Bringing Our Community Home - Homeless Inmate Discharge Program	\$1,500.00
Peoples' Self-Help Housing Corp - Housing the Homeless	\$8,000.00
Peoples' Self-Help Housing – Youth Education Enhancement Program	\$6,404.50
United Boys & Girls Club of Santa Barbara County – Carpinteria Club	\$6,404.50

2010

City of Santa Barbara - Rental Housing Mediation Task Force	\$8,000
Peoples' Self-Help Housing – Youth Education Enhancement Program	\$7,500
Peoples' Self-Help Housing – Housing the Homeless	\$8,000
Bringing our Community Home (Casa Esperanza) – Homeless Inmate Jail Discharge Planning Program	\$1,500

2009

Rental Housing Mediation Task Force	\$7,500
Boys and Girls Club, Carpinteria Clubhouse Daycare Program	\$6,000
Peoples Self Help Housing, Youth Education Enhancement Program	\$7,500
Peoples Self Help Housing – Housing the Homeless	\$5,000

2008

Peoples' Self-Help Housing – Youth Education Enhancement Program	\$5,000
City of - Rental Housing Mediation Task Force	\$7,500
Peoples' Self-Help Housing – Housing the Homeless	\$2,071
Boys and Girls Club – Carpinteria Clubhouse Daycare Program	\$5,000

2007

Peoples' Self-Help Housing – Education Enhancement Program	\$4,000
Peoples' Self-Help Housing – Supportive Housing Program	\$4,000
City of - Rental Housing Mediation Task Force	\$10,000
Casa Esperanza – Bringing Our Community Home	\$2,335