

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16**

RH-1

1. **Project Name:** Galilee Maritime Service Harbor 2. **Total Amount Requested:** \$139,000
 Non-housing proposals must specify the amount requested from each planning area.
3. **Project Sponsor:** Galilee Harbor Community Assoc.

Contact Person: Donna Bragg

Title: Project Coordinator

Mailing Address:
300 Napa Street
Sausalito CA 94965

Telephone: 415 332 8554 **Ext.**

Fax: 415 332 7843

E-mail: galileeharbor@gmail.com

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Street Address: 300 Napa Street Sausalito CA 94965
 Parcel Numbers: 64-082-01, 64-081-01, 64-083-02, 64-084-05
 Age of Building: docks & pier 10 years; wheelchair ramp 2 years

5. **Project Description:** Galilee Harbor is a live-aboard community of predominately low-income households, located in the Marinship area of Sausalito. The Galilee Harbor Community Association (GHCA), a nonprofit mutual benefit corporation, is a self-governing membership organization representing the 38 households living in the harbor. GHCA administrates both the daily harbor operations and the Maritime Service Harbor Project. The original goal of the project was to buy the site and reconstruct the berths and landside facilities that will allow the existing low-income residents to continue living and working on the Sausalito waterfront. Galilee Harbor has purchased the site and constructed the berths and is now continuing with the landside improvements required in the project approvals.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)
 \$2,750,000.00

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor’s written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

- \$10,000 Legal Fees: Mary Hudson – BCDC renewal
- \$10,000 Legal Fees: Juliette McCullough – land use review
- \$25,000 Public Access Path: resurface decomposed granite paths
- \$ 8,000 Install Zincs on metal pilings to prevent electrolysis
- \$ 5,000 Re-do 4 driveway cuts to be ADA compliant
- \$ 6,000 Project Coordinator salary
- \$75,000 Raise the office to be FEMA compliant
- \$139,000 Total

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Galilee Harbor	Project management	17,000	n/a	yes		7/1/15

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

GHCA’s Project Team and Board of Directors will be responsible for implementation of the project. EAH will provide oversight as technical advisor and fiscal agent for the project. The Project Team members are: Donna Bragg -- Project Coordinator, Al Bonnett– EAH, Michael Rex -- Project Architect, Mary Hudson – Environmental Attorney, Juliette McCullough – Land Use Attorney.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800
7	109,900
8	117,000

The project will benefit 38 households of predominately low-income maritime workers. The result of the annual income survey shows that 87% of the community’s residents meet the HUD low and very low-income standards. The successful completion of Galilee Harbor’s development plan will protect the existing low-income residents from being dislocated and preserve a significant portion of the available low-income housing stock in southern Marin County. To ensure long-term affordability, strict affordability controls are conditions of the regulatory approvals issued for the project. The City of Sausalito and the Bay Conservation and Development Commission (BCDC) have developed occupancy criteria that include income restrictions. EAH will administer these affordability controls. Also the affordability controls have been recorded in a deed restriction on the property.

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

Urban gentrification still threatens to eliminate Sausalito’s small-scale maritime industries. Galilee Harbor is the last remnant of the live-work community that was once thriving all along Sausalito’s waterfront. The Harbor provides low-cost housing for maritime workers as well as a place for them to ply their trades. After a five-year study of the Marinship area, the City of Sausalito adopted the Marinship Specific Plan. Included in the goals of the Plan is the preservation of the traditional maritime live-work community on the Galilee Harbor site. Funding this project will help preserve existing low-income housing in Sausalito.

The Project design includes edible landscaping, remediation of contaminated soil, and marsh restoration.

- C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

The demographic group that is least represented at Galilee Harbor at this time is Latino/Hispanic at 10.5%. Our outreach plan is to post notices of our open house Maritime Day event at the Pickleweed Community Center in San Rafael and other Canal and Mission district bulletin boards. Maritime Day is a full day of free activities that showcase living on the Sausalito waterfront. A number of resident boats are open for free tours and we offer free boat rides in Richardson Bay. Advertising Maritime Day will allow the targeted population to become familiar with the potential residency at Galilee Harbor. Native Hawaiian/Pacific Islanders are also underrepresented in the harbor and we will invite the Dragon Boat Foundation and the Ukulele Friends Ohana to participate at our Maritime Day event as they did last year.

If this project involves housing, how will it affirmatively further fair housing?

Galilee's bylaws state the following: "No applicant shall be denied membership based on race, color, creed, religion, ancestry, national origin, gender, age, sexual preference, marital status, familial status, physical ability, or other protected category defined by law."

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

We will contact the Marin Builder's Exchange for women and minority owned firms when the Requests For Proposals are ready to be sent out for bids.

- D. Accessibility: What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities? All public access pathways are wheelchair accessible. The ground floor of the proposed Marine Service Center and the Bait Shop will be wheelchair accessible. There are two disabled parking spaces near the harbor entrance. The harbor's toilet and shower rooms are ADA compliant. Galilee has also installed a state of the art ADA ramp to the docks which provides wheelchair access at most stages of the tide. There is also a designated ADA area for small boat launching.

- E. Green Building: For new construction or rehabilitation, what will you do to incorporate "green building" principles?

The Project uses recycled lumber and building materials when possible. We are working with a marine engineer to plan a green filtration system for the open work area.

Also, Galilee is a member of the Clean Boating Network and our harbor manager is certified as a first responder for marine oil spills.

- o For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- o The current year's application form must be used.
- o Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- o **Applications sent by fax or e-mail will not be accepted.**
- o This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit: www.marincounty.org/cdbg; open the Newest Information Panel and scroll to the heading Application Information and Workshops.
- o Don't forget to fill out the Organization Profile form.
- o All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 5, 2014, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Galilee Harbor

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	74%
Low income people	13%
People above the low income limits	13%

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	5%			50%		
African-American/Black	8%			50%		
Caucasian/White	84%				100%	
Native American	3%					
Mixed Heritage						
Unknown/other						
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	10.5%					
NOT of Latino/ Hispanic Origin	89.5%			100%	100%	
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	5%					
6-17	13%					
18-24	3%					
25-59	52%			100%	62.5%	
60 +	28%				37.5%	
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	24%			100%	37.5%	
Male	76%				62.5%	
Total %	100%	100%	100%	100%	100%	100%
Disabled %	16					

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	100%
On Advisory Committee	n/a

4. Project Location: (Precise street address). For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

The Gates Cooperative is located in the unincorporated area of Marin County on the shoreline of Richardson's Bay and Bridgeway Boulevard within the boundaries of Waldo Point Harbor. Assessor's parcel # 52-312-01, 52-331-01, 520335-01, and 52-336-01.

5. Project Description: The Gates Cooperative has been working for the past two decades to create a community of safe and affordable housing for very low and low income people. By working with EAH, MHA and Waldo Point Harbor, this monumental undertaking is finally being realized. A total of 38 houseboats are being rehabilitated or new structures built according to Marin county improvements that will enable the boats to receive certificates of occupancy. To date 7 houseboats have been brought up to County identified code compliancy, 5 more are currently in construction phase, 18 are in the design and permitting phases and 8 do not need to have work done. (Note-I went by list of boats to be brought up to code. There is still work to do, and the project needs more funding in order to make all 38 houseboats code compliant. If this request is funded, this will be the final time the Gates Cooperative applies for this grant. In the past, funding earmarked for the Gates Cooperative was reprogrammed into other projects that were further along. We are now at a critical juncture in the process, and we ask that this funding be returned to the Gates Cooperative and additional funding be added so that we can successfully complete this process. We have depleted existing CDBG funds. \$131,576 has been spent on administrative costs to date, and an additional \$450,000.00 has been spent on completed construction and will be reimbursed by CDBG in early 2015.

We hope to have all 38 boats code compliant and moved to the new berths by spring 2016. The Gates Cooperative is obligated to start paying rent for berths, even if they can't occupy them because the boats aren't code compliant. This will be a financial burden on the Gates Cooperative, and the Gates wants to be prepared to benefit from the county's affordability restriction.

6. Total Project Cost: (Include all costs for this particular project regardless of source.)

GATES COOPERATIVE	
PROJECT COST DESCRIPTIONS	CURRENT COST ESTIMATE 12/2014
	\$2,392,040
SOFT COSTS:	
Design Costs (architectural, structural, etc.)	
Planning/Architect Consultant	55,000
Temporary Housing	10,000
HARD COSTS:	
Rehabilitation of existing boats	1,328,840
Construction of New Houseboats (not including barges)	448,000
Utility Hookups	114,000
Removal of Existing Boats	60,000
Moving Boats; Ramps	126,000

Construction Coordinator/Project Manager	50,000
Construction Office/Gates Temporary Office	4,800
Storage Containers (member use during construction)	2,400
LEGAL AND ADMINISTRATIVE COSTS:	
Legal Fees: Affordability Restrictions & Accessibility Requirements	48,000
EAH Administrative Costs	100,000
Marin Housing Authority Administrative Costs	15,000
Capital Campaign Consultant	30,000
TOTAL COSTS	2,392,040

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

See attached Sources by Uses Project Budget detailing the proposed use of the CDBG funds that have already been awarded as well as the amount requested in this application.

Lead Paint: The Gates Cooperative is hiring licensed contractors who are trained by EPA-approved training providers and follow lead-safe work practices for all houseboats built before 1978.

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed ?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Marin Community Foundation	Rehab & Replacement construction loans	\$879,700		yes	Transferred to EAH, August 2006	Currently/ As permits approved
CDBG	Rehab loans; related expenses	\$629,500 (w/o \$167,516 reprogrammed)	Annually	Yes	Multiple Years	As above
Marin Housing Authority	Rehab Loans	\$600,000	N/A	Yes	N/A	As Above

NOTE: The CDBG total granted to Co-op is \$797, 016.00 including the two amounts re-programmed and not yet returned to the Gates: \$101, 400.00 and \$66,116

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

The project team (EAH, MHA, the Gates Cooperative, and consultants) will be responsible for implementing and managing the project overall.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800
7	109,900
8	117,000

Marin County's Conditional Use Permit for the project requires long-term affordability. Affordability controls have been written and accepted by the county of Marin and Waldo Point Harbor, the harbor owner, and have been recorded with Marin County to restrict the usage of 38 berths to low and very low income houseboat owners. The Affordability Restrictions remain in effect until there is no longer any floating home marina in use on the Waldo Point Harbor property and the rental of all Floating Homes Berths has ceased. The Restrictions permit existing owners who are moderate income to remain part of the project. All replacement member households must be low or very low income, even if they are replacing an existing moderate income household.

The County Conditional Use Permit requires Waldo Point Harbor to provide additional parking for its tenants. The only available location for new parking is on the adjacent Railroad Property, owned by EAH. EAH entered into a lease agreement with Waldo Point Harbor, in which the rent for the Property is credited to a rent subsidy account to be used to provide deeper affordability to the lowest income Gates Cooperative residents. The term of the lease is 20 years, with an option to renew another 20 years, thereby assuring berth rental assistance for 40 years. Before any rent subsidy is applied, the average Co-op rent will be \$350.00 a month.

An annual certification of Gates Cooperative member household income is conducted each May by Marin Housing Authority, following the April 15th IRS deadlines. The incomes reported for the previous year are used to determine the income levels in compliance with the County Affordability Restrictions.

According to tax returns from 2013 there were 26 very low, 9 low and 3 moderate households in the Gates Cooperative. (YES-NUMBERS From RICH)

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

This project in unincorporated Sausalito creates 38 housing units of affordable housing along with 38 new rent-restricted berths. The project seeks to create safe affordable housing for current residents and to create a community of low income housing for generations to come. The current houseboat owners are primarily extremely low (30% AMI or less) or very low (50% AMI or less) and have few if any alternative housing options. The Gates Cooperative is over 30 years old. Most of the existing housing is sub-standard and not code compliant. Along with providing much needed affordable housing in Southern Marin, it's an important part of waterfront culture in Sausalito. It's also close to public transportation, bikeways, walking paths, schools, churches, laundry mats, grocery and hardware stores. This project has been in the works for many years, and is entering its final phase. Funding at this point is critical for successful completion.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

This project will be fully leased out to existing Gates Cooperative members when completed. The 38 houseboats are owned and sold by individuals. Many of the existing Gates Cooperative members are senior citizens, and several suffer from disabilities. Each year, copies of income taxes are collected to verify incomes. All new applicants must be very low or low income. Two groups that are currently underrepresented are families with young children and African Americans.

The Gates Cooperative board passed a resolution stating "When a house comes up for sale, the Gates Cooperative will notify least likely groups of the opportunity by reaching out to congregations and community centers that will inform members of the opportunity." This includes churches like St. Andrews and First Missionary Baptist Church in Marin City and Canal Alliance in San Rafael. The Coop board will continue to work on strategies that will help to develop awareness of the Gates Cooperative and the affordability program.

We also have several members involved in creative activities with underserved communities. Catherine Lyons-Labate works with the Nepalese Community by volunteering with Curry Without Worry, a project that serves Nepalese food free of charge each Tuesday night in San Francisco and in Katmandu. As well, another member, David Johnson leases the deli at The New Bait Shop and hires many people who live in Marin City and anchored out in Richardson Bay. Member involvement in community and volunteer activities raises awareness of the existence of the Cooperative and the affordability program. As houses turn over in upcoming years, the Gates welcomes young families and people of color.

If this project involves housing, how will it affirmatively further fair housing?

When a houseboat at the Gates Cooperative comes up for sale, loans for purchasing these houses may be made available using funds repaid to the MCF Grant at the closing of the sale. The administration of this loan program would be through Marin Housing Authority. The Gates Cooperative will work collaboratively with the Marin Housing Below Market Rate Homeownership program to disseminate information about the Gates Cooperative and the affordability program. The BMR program reaches out to underserved groups that are least likely to apply. As well, the Gates

Cooperative has been working with EAH on creating low income housing, and will work with them for affirmative fair-housing marketing when homes come up for sale.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

The construction coordinator for the overall project is a women-owned business owned by Stephanie Burns. She was selected from among almost 20 applicants for the position. The construction projects taking place at the Gates Cooperative have very lean funding. Each resident has had to find at least two contractors, and goes with the lowest bid. We are working to create a pool of contractors and sub-contractors and will affirmatively reach out to qualified individuals and companies that are low income.

The nature of this project requires specialized experience, i.e., previous experience in houseboat construction and experience working on the water. Therefore the potential pool of qualified contractors and individuals is self-limiting. Among the strategies that have been and/or will be used are: 1) Advertising on Craig's List and the Marin Builders Exchange, 2) word of mouth among the floating homes communities in Marin County, many of which include low income people, 3) communicating with local churches and non-profits that serve minorities and low income people in Marin City, which has a diverse population, including minorities and low income people, 4) notifying organizations that serve low income people, such as the Canal Alliance in San Rafael, of need for contractors, 5) include in the construction contract that contractors and sub-contractors self-certify as to whether they are women- or minority-owned and income levels. .

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

Currently, the state of the docks makes accessibility for the elderly and physically disabled difficult. The new dock under construction will be far more conducive for accessibility. The new piers, berths, walkways, and finger docs are the responsibility of Waldo Pt. Harbor, which is complying with County code requirements for accessibility. As well, bringing homes up to code compliancy also increases the safety and accessibility of the homes. The Coop has an adult member who is blind and a child with congenital deafness. The architect has reviewed the plans with accessibility in mind.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

The Gates Cooperative has long been at the vanguard of Green building principals. The community began when ferryboats, the "Issaquah" and the "Charles Van Damme" were re-routed from demolition, and instead turned into multi-family floating homes. Much like hermit crabs, over the years, Gates Cooperative members continued to repurpose Army landing crafts, fishing boats, and fireboats into floating homes. Currently 38 houseboats share the electricity that 2 land based homes would have. This keeps electrical use to a minimum. Most of the homes are under 500 square feet, have no lawns, and minimal appliances.

For renovations and new building projects, the architects are following Marin County Green Building requirements. This includes insulating hot water pipes, installing low-flow toilets, using non-toxic paints, "green" flooring such as bamboo or low VOC carpets and vinyl, and updated, energy efficient hot water heaters and appliances.

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
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Remember that we don't accept e-mailed or faxed applications.

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Section 7 - Project Budget by Sources

GATES COOPERATIVE		SOURCES OF FUNDS					
		CURRENT COST ESTIMATE 12/2014	MCF GRANT #95- 401 Construction	CDBG (with current request)	MARIN HOUSING REHAB LOAN PROGRAM	MARIN COUNTY BOS GRANT	
PROJECT COST DESCRIPTIONS							
		\$ 2,392,040	\$879,700	887,340	\$600,000	\$25,000	
SOFT COSTS:							
	Design Costs (architectural, structural, etc.)		-				
	Planning/Architect Consultant	55,000		45,000		10,000	
	Temporary Housing	10,000	10,000				
HARD COSTS:							
	Rehabilitation of existing boats	1,328,840	180,500	548,340	600,000		
	Construction of New Houseboats (not including barges)	448,000	448,000				
	Utility Hookups	114,000	44,000	70,000			
	Removal of Existing Boats	60,000	60,000				
	Moving Boats; Ramps	126,000	115,000	11,000			
	Construction Coordinator/Project Manager	50,000	5,000	45,000			
	Construction Office/Gates Temporary Office	4,800	4,800				
	Storage Containers (member use during construction)	2,400	2,400				
LEGAL AND ADMINISTRATIVE COSTS:							
	Legal Fees: Affordability Restrictions & Accessibility Requirements	48,000	10,000	38,000			
	EAH Administrative Costs	100,000	-	100,000			
	Marin Housing Authority Administrative Costs	15,000		15,000			
	Capital Campaign Consultant	30,000		15,000		15,000	
	TOTAL COSTS	2,392,040	879,700	887,340	600,000	25,000	
REMAINING AVAILABLE		-	-	-	-	-	
Gap: Total Sources less Uses Surplus/(Deficit)		-	-	-	-	-	

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: The Gates Cooperative

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	82
Low income people	10
People above the low income limits	8

Percentages (%)	Clients Your Organization Serves Members	Clients for this Project Members	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	2	2				
African-American/Black	4	4				
Caucasian/White	94	94	100	100	100	100
Native American						
Mixed Heritage						
Unknown/other						
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	4	4				
NOT of Latino/ Hispanic Origin	96	96	100	100	100	100
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	1	1				
6-17	2	2				
18-24	0	0				
25-59	59	59			45	2
60 +	38	38	100	100	55	98
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	52	52	66	56	43	52
Male	48	48	44	44	57	48
Total %	100%	100%	100%	100%	100%	100%
Disabled %						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	100
On Advisory Committee	37.5

Organization Profile – 2015-16 Data Collection Pilot

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	38,750	62,050
2	44,300	70,900
3	49,850	79,750
4	55,350	88,600
5	59,800	95,700
6	64,250	102,800

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16**

RH-3

1. **Project Name:** **Richardson Bay**
Residential Rehabilitation Loan Program

2. **Total Amount Requested:** **\$ 530,000**

3. **Project Sponsor:** *Housing Authority of the County of Marin*

Non-housing proposals must specify the amount requested from each planning area.

Contact Person: *Carmen Hall Soruco*

Title: *Homeownership Programs Manager*

Mailing Address: *4020 Civic Center Drive
San Rafael, CA 94903*

Telephone: *(415) 491-2532* Ext.

Fax: *(415) 472-2186*

E-mail: *csoruco@marinhousing.org*

Website (optional): *www.marinhousing.org*

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$ 45,000
Novato Planning Area	\$ 90,000
<i>Richardson Bay Planning Area</i>	\$ 55,000
San Rafael Planning Area	\$ 140,000
Upper Ross Valley Planning Area	\$ 35,000
West Marin Planning Area	\$ 15,000
Countywide Housing	\$ 150,000

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

The Residential Rehabilitation Loan Program provides home repair and property improvement loans throughout Marin County to low-income owner occupants of single family homes, floating homes docked in approved berths, mobile homes located within mobile home parks and non-profit-sponsored group homes serving special populations.

5. **Project Description:**

The Rehabilitation Loan Program underwrites and funds low-interest home repair loans of up to \$35,000 to very low income homeowners who reside in their homes, and non-profit group home sponsors, to undertake and complete necessary home repairs, correct substandard housing conditions and eliminate health and safety hazards.

Types of repairs and improvements that may be undertaken include the repair or upgrading of existing plumbing, heating and electrical systems, roof repair or replacement, correction of foundation, drainage, dry rot and termite-related problems, emergency and/or storm-related repairs, energy and water conservation measures such as window replacement, and ADA improvements for wheelchair accessibility such as ramps and roll-in showers.

Borrowers receive technical assistance from staff in determining the scope of needed repairs, consultation with local building departments, development of cost estimates, obtaining of bids and contracting for the repairs, monitoring and inspecting the work under construction and issuing progress payments for labor and materials. The specific repayment terms of each loan are tailored to fit the homeowner's individual financial circumstances and can be deferred payment loans, due upon sale of the property.

Over the past 39 years, the Residential Rehabilitation Loan Program has processed 1426 applications and funded 716 loans totaling \$12,991,693 as well as 75 further advances on existing loans totaling \$535,078. In the Richardson Bay Planning Area, 136 loans, including many for floating homes, have been funded for a total of \$2,354,312.

6. Total Project Cost: (Include all costs for this particular project regardless of source.)

Total CDBG funds requested are \$530,000. Of this amount \$150,000 is requested from the Countywide Housing allocation for loans to be made available throughout the County, and a combined total of \$380,000 (including \$55,000 for Richardson Bay) requested from individual Planning Areas for additional loans to be made within each Planning Area.

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Individual rehabilitation loans range from \$5,000 to a maximum of \$35,000. The funds requested will provide loan funds for approximately 21 new loans at an average loan amount of \$25,000. Administrative costs to run the program average \$22,000 per month.

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Marin Comm. Fdn.	Gates Coop	\$1,303K	1996	Yes	1996	1996

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Marin Housing Authority administers the Residential Rehabilitation Loan Program and is responsible for its implementation throughout the county. Program staff includes the Homeownership Programs Manager, the Homeownership Programs Specialist, and the Homeownership Programs Services Coordinator, all at half-time, with support provided by General Services and Accounting staff. The program has been operating successfully for many years and is continually evolving to adapt to current situations, building codes, etc.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800

Since 2001, the program has specifically benefited very low-income homeowners and non-profit-sponsored group homes serving very low income special populations. Every household assisted through the program has income well below 80% of median with the majority (90%) below 50% of median. The average household income is 35% of median. Eligibility is documented in a personal interview conducted with each applicant in which original tax returns, pay stubs, assistance payments and all other sources of income are reviewed and copied to the file. All loan applications are then presented for approval by the Rehab Loan Committee.

The program ensures long term affordability in two ways: 1) by providing low-cost financing that enables a low-income homeowner to repair and maintain his/her home in order to continue to reside in it; and 2) by providing the option of deferred principal and interest repayment, thereby allowing the borrower to avoid unaffordable loan payments. Staff works closely with other social service agencies in identifying and assisting clients who include:

Elderly and Disabled: The program assists elderly and disabled homeowners on fixed (often minimal) incomes to repair unsafe conditions in their home, catch up on critical deferred maintenance, and install accessibility improvements, so that they may "age in place". In many cases the ability to install building accommodations makes the critical difference in enabling a homeowner to remain in his/her own home.

Female Head of Household: Families with only one head of household often face an insurmountable financial obstacle when faced with urgently needed home repairs. In some cases having to sell and relocate out of the County may be the only alternative.

Special Populations: The program is available to non-profit-sponsored group homes serving special populations such as the developmentally disabled and mentally ill, most of whom only receive SSI

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

With the ever-rising cost of real estate in Marin County, one of the highest-priced areas in the country, and the diminishing amount of affordable housing, the Rehab Loan Program is the only way for low-income homeowners, often elderly citizens on fixed incomes who purchased their homes many years ago, to maintain their property in a safe and livable condition so they can remain in their homes and age in place.

Most low-income homeowners are unable to qualify for conventional property improvement loans and cannot perform the maintenance required to preserve their homes in good condition. In addition, many lenders do not lend on mobile homes and floating homes. The Rehab Loan Program is the only recourse for all of these owners when faced with home repair emergencies. It can also be used to install accessibility improvements and energy efficiency measures to lower energy costs which can be prohibitive for low-income homeowners.

C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

Racial and ethnic minorities are underrepresented in the Rehab Loan Program which reflects their overall underrepresentation as homeowners in Marin County. Low-income homeowners who are able to purchase property do so predominantly in the areas where real estate prices are the lowest, namely the Canal Area in San Rafael and Marin City. In order to reach this demographic group, a search of homeowners in these census tracts was conducted through Old Republic Title Company which yielded over 900 names. We have begun mailing out Rehab Loan information to these individual owners spread out over several months.

Program applications and brochures are available in Spanish and Vietnamese as well as English and are disseminated through senior centers, community centers, Hispanic agencies, social service agencies, lawyers for the elderly, senior resource directories, mobile home and floating home site management offices, public libraries and workshops. Interpreters are also available on MHA staff.

If this project involves housing, how will it affirmatively further fair housing?

By serving low-income households who are underrepresented as homeowners in this high-priced real estate market of Marin County, the Program furthers fair housing by providing the means for them to remain in their homes. This means that the majority of borrowers are elderly who were able to buy their homes years ago when they were not low-income but who are now living on fixed low incomes.

For current low-income prospective buyers it is next to impossible to buy into this market unless it is by purchasing a Below-Market-Rate housing unit and tapping into the mortgage assistance programs available through MHA. In order to reach this demographic of younger low-income households, the income guidelines for the Rehab Loan Program were expanded from very-low (50% AMI) to low (80% AMI) for BMR owners and a fully amortized repayment plan required. Several such Rehab Loans have been made to BMR owners to cover the cost of special assessments for exterior repairs as well as other necessary home repairs and upgrades.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

A list of contractors who have worked successfully on past rehab loan projects is maintained by staff and continually updated. RFPs have been sent out in the past to attract women and minority construction companies to add to the list which is handed out borrowers upon request. We recommend that they solicit three bids before signing a contract. The final choice of contractor, however, is up to the homeowner. For small non-technical projects under \$500, homeowners may use unlicensed low-income laborers.

- D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

Accessibility to the Rehab Loan Program for applicants with physical disabilities is ensured by meeting on-site in the clients' homes to complete the application and make a physical inspection of the property. We are also able to have our own traveling notary accompany us to notarize loan documents after a loan is approved. Our office building is also fully ADA compliant if and when clients wish to make office visits.

Most importantly, the Rehab Loan Program is ideal for installing accessibility improvements for clients who require them such as grab bars, ramps, electric stair lifts, handicapped showers, door widening and kitchen modifications. Even elevators have been installed when feasible and cost-effective.

- E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

Whenever and wherever feasible, "green building" principles will be applied and implemented to assure the highest possible energy efficiency of the dwelling and the use of methods and materials least disruptive to the environment. Typical improvements include installation of high-efficiency windows and appliances, insulation in walls, ceilings and floors, low-flow toilets and shower heads, and weather-stripping.

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.

Applications sent by fax or e-mail will not be accepted.

- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit: www.marincounty.org/cdbg; open the Newest Information Panel and scroll to the heading Application Information and Workshops.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 5, 2014, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: *HOUSING AUTHORITY OF THE COUNTY OF MARIN*

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	98%
Low income people	2%
People above the low income limits	(Only in the BMR Program which is NOT included in this report)

Percentages (%)	Clients Your Organization Serves (4800)	Clients for this Project (316) Rehab	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	12%		7%	20%		
African-American/Black	23%	7%	18%	13%	14%	61%
Caucasian/White	59%	93%	75%	67%	86%	39%
Native American	1%					
Mixed Heritage	1%					
Unknown/other	4%					
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	20%	6%	1%	13%		5%
NOT of Latino/ Hispanic Origin	80%	94%	99%	87%	100%	95%
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	5%					
6-17	19%					
18-24	11%					
25-59	40%	36%	89%	80%	71%	39%
60 +	25%	64%	11%	20%	29%	61%
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	64%	72%	79%	73%	57%	61%
Male	36%	28%	21%	27%	43%	39%
Total %	100%	100%	100%	100%	100%	100%
Disabled %	30%	28%	0%	0%	0%	10%

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	30%
On Advisory Committee	85%

Organization Profile - 2015-16 Data Collection Pilot

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	38,750	62,050
2	44,300	70,900
3	49,850	79,750
4	55,350	88,600
5	59,800	95,700
6	64,250	102,800

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15**

RC-1

1. **Project Name:** MCHWC Capital Improvement Project 2. **Total Amount Requested:** \$10,000
 3. **Project Sponsor:** Marin City Health & Wellness Center Non-housing proposals must specify the amount requested from each planning area.

Contact Person: JayVon Muhammad

Title: CEO

Mailing Address: 630 Drake Ave.
Marin City, CA 94965

Telephone: (415) 339-8813 **Ext.** 25

Fax: (415) 339-8814

E-mail: JayVon@marincityclinic.com

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$10,000
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

630 Drake Ave.
Marin City, CA 94965
Building built between 1964 and 1965
Note: MCHWC leases space from the Marin City Community Services District

5. **Project Description:** The MCHWC would like to make capital improvements to our conference room, deck window, and outside deck. As a healthcare clinic, we need to remove old-worn out carpeting and replace it with a linoleum floor that can be easily cleaned and sanitized. The clinic has limited storage and working space, this could be resolved by adding fixed cabinets and counters to our conference room. Our sliding glass door needs custom made window dressings that would allow for better privacy and blockage of sun rays for patients, staff and Board. We have limited space in our reception room area for our patients. Some of our patients do prefer to wait on our outside deck, especially patients using wheelchairs or walkers, guide dogs, baby strollers, patients that appear to be ill with a cold and/or flu, and those who are claustrophobic. Installing bolted benches to our outside deck would create a more comfortable waiting area for our patients. In addition, we need better outside signage or banners that are fixed on three sides of our building, making it more visible for patients, vendors and emergency responders to locate our clinic, especially during the late evening hours.

6. Total Project Cost: (Include all costs for this particular project regardless of source.) **\$13,053**

Consultant:

Space & Installation Plan Design \$ 875

Linoleum Floor:

Linoleum Tiles for 27 Sq. Yards \$1,700
Linoleum floor supplies and materials 500
Labor 1,250
\$3,450

Storage & Work Space:

7 Cabinets \$1,253
Cabinet supplies and materials 250
Cabinet installation 750
4 Counter Workstations 2,200
Labor 2,000
\$6,453

Custom Sign &/or Banner:

3 Outside Banners \$ 325
Installation 75
\$ 400

Deck Window Dressings:

Window Blinds \$ 825
Installation 75
\$ 900

Outside Benches:

3 Commercial Benches \$ 900
Installation 75
\$ 975

Total Cost Capital Project \$13,053

7. Project Budget for CDBG Funds:

*Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.*

Consultant:

Space & Installation Plan Design \$ 875

Linoleum Floor:

Linoleum Tiles for 27 Sq. Yards \$1,700
Linoleum floor supplies and materials 500
\$2,200

Storage & Work Space:

7 Cabinets \$1,253
Cabinet supplies and materials 250
Cabinet installation 172
4 Counter Workstations 2,200
Labor 1,000
\$4,875

Custom Sign &/or Banner:

3 Outside Banners \$ 325

Deck Window Dressings:

Window Blinds \$ 825

Outside Benches:

3 Commercial Benches \$ 900

Project Budget for CDBG Funds \$10,000

8. **Other Sources of Funds for this Project:** *Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
None						

9. **Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation? The CEO, Clinic Manager, and Finance Administrative Coordinator will all be responsible for implementing the project. The CEO will work on the design and layout; the Clinic Manager will coordinate the scheduling of when the capital work will start and be completed; and the Finance Administrative Coordinator will be responsible for the purchase and/or cost of materials, supplies, labor, and consultant. We estimate that we will be ready to start this capital project in July 2015 and should have it completed no later than September 2015. Before this capital project can start, the MCHWC will need to complete its modular project moving all administrative, behavioral health and outreach staff our first to a different location in order to expand our medical and dental rooms that will allow us to treat more medical and dental patients.

10. **Need for the Project:**

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Our patients, staff and Board will all benefit from this project. As a capital project, everyone will benefit from the improvements regardless of income levels and household sizes.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

First, the fixed benches on the deck will allow us to have additional waiting area space for our patients, especially patients in or using wheel chairs and walkers; parents with babies and/or toddlers in strollers; and for patients having guide dogs that they'd like to leave outside. Second, the staff and Board will have a larger space to work and have meetings as well as creating additional storage space that we currently don't have. Third, the window treatments and linoleum floor will allow us more privacy, protection from the sun, and the ability to keep our floors clean and sanitized as a health clinic. Finally, the signs and/or banners will help to better locate our clinic because of our shared address with many other organizations and agencies in our immediate area.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

The MCHWC plans to make arrangements with the Marin City Community Services District, our local government agency, to use their maintenance staff to do all the work necessary to complete this capital project, which the General Manager of the Marin City CSD said he would approve.

If this project involves housing, how will it affirmatively further fair housing?

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

N/A

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

The outside benches on the deck will create a more comfortable space for those patients who do not or cannot wait in our current reception area.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

N/A

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Marin City Health & Wellness Center

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	80
Low income people	15
People above the low income limits	5

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	5.4		0	18.2	0	
African-American/Black	23.9	100	57.1	9.1	54.5	100
Caucasian/White	32.2		7.2	45.4	27.3	
Native American	.3		0	0	0	
Mixed Heritage	0		14.3	18.2	0	
Unknown/other	38.2		21.4	9.1	18.2	
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	5.4	50				
NOT of Latino/ Hispanic Origin	94.6	50				
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	6.9	20				
6-17	11.8	20				
18-24	6.3	20	50	50		
25-59	62	20	50	50	25	
60 +	13	20			70	100
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	54	50	95	80	80	100
Male	46	50	5	20	20	
Total %	100%	100%	100%	100%	100%	100%
Disabled %						
		100				

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	45.5
On Advisory Committee	100

Organization Profile – 2015-16 Data Collection Pilot

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	38,750	62,050
2	44,300	70,900
3	49,850	79,750
4	55,350	88,600
5	59,800	95,700
6	64,250	102,800

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16**

RC-2

- MARIN LEARNING CENTER (4304)
- | | |
|--|--|
| <p>1. Project Name: Safe Playground</p> <p>3. Project Sponsor: Marin Learning Center/CAM Child Development Program</p> | <p>2. Total Amount Requested: <u>\$ 30,000</u></p> <p>Non-housing proposals <u>must</u> specify the amount requested from each planning area.</p> |
|--|--|

Contact Person: Liz Burns

Title: Program Director

Mailing Address:

**CAM Child Development Program
251 North San Pedro Road
San Rafael, CA 94903**

Telephone: 415-472-1663 Ext.11

Fax: 415-499-1597

E-mail: Lburns@marinchild.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$ \$30,000
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

- 4. Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.
Marin Learning Center, 100 Phillips Drive, Marin City, 94965

5. Project Description: Marin Learning Center is located in Marin City and serves 48 preschool children in three classrooms. Prior CDBG grants have supported replacement of playground equipment and installation of an environmental area. We are requesting funding to replace the wood chips that serve as the "fall" area for playground equipment with Tot Turf, a rubberized fall safety surface. The licensing requirement for wood chips is 12" deep. In order to maintain that depth, the cost for the Learning Center would be \$5,000 - \$7,000 per year. Thus the ongoing cost to keep in compliance is prohibitive. Additionally wood chips decompose and become impacted quickly and, as a result lose their effectiveness. Children at the Learning Center have injured themselves with sprains, splinters and scratches in the past few years. Tot Turf, besides being safer, provides a one time purchase that requires no further maintenance and expense. The environmental rating scale the state has adopted to determine appropriate child development environments scores wood chips at a low level which will have a detrimental impact on our future ability to obtain quality funds from the state.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)
\$30,000

7. **Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

\$30,000

8. **Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
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NA

9. **Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

The project comes under the responsibility of the Program Director with assistance from the CAM Child Development Program's Facilities Manager. Implementation will begin as soon as funding is available

10. **Need for the Project:**

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800
7	109,900
8	117,000

The Marin Learning Center is a state funded child development program. Families must adhere to strict guidelines for need and eligibility in order to qualify for enrollment. Income limits at the state level are significantly lower than the CDBG limits. (For example, the income ceiling for a family of 3 is \$43,536 as compared to \$79,750). Income is documented upon initial enrollment and thereafter on an annual basis and families must submit written proof of income documentation. 100% of families will benefit from the grant and are below the CDBG income limits

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

Research confirms that children exposed to violence, serious loss, health hazards, chemical imbalances and poverty can be seriously impaired both academically and socially. California school test scores consistently show that children who are English as second language learners have a higher drop out rate. Research also confirms that children who have risk factors but receive quality preschool experiences are more likely to succeed academically than children not enrolled in preschool. Because all children enrolled at Marin Learning Center have one or more of the above risk factors, it is crucial that the Center provide them with a

quality preschool experience that is grounded in current best practices in the field of early childhood education. The foundation for providing a quality preschool experience is having a physical site that is consistent with best practices, able to support teachers in creating a quality program and keeps the children safe. Through this grant, Marin Learning Center will be able to remove the last obstacle in the playground environment that restrict the teachers' capacity to provide the highest quality care.

C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

Our families are recruited through a Marin County centralized eligibility program administered by the Marin Child Care Council. The state has strict requirements for eligibility and waiting list requirements. Enrollment must be based on a variety of factors, with need and eligibility being the primary ones. The state does not include demographics as a factor. In Marin City, the African American population has decreased because of stricter state regulation working requirements and a younger population of parents who are unaware of our services. Outreach efforts include social media (facebook is a popular media among Marin City adults), marketing to the local elementary(Bayside) and charter schools (Willow Creek), Marin City Health Clinic, Marin City mental health collaborative, Marin Community Services District, and local Marin City programs. Outreach efforts were done primarily by Marin City staff in an effort to connect with community residents. Community staff members who reflect the population of the families and children served are represented in each classroom.

If this project involves housing, how will it affirmatively further fair housing?

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

D. Accessibility: What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?

The Learning Center is accessible to people with physical and other disabilities.

E. Green Building: For new construction or rehabilitation, what will you do to incorporate "green building" principles?

Using Tot Turf is not only safer for children, it provides a one time solution rather than constantly replenishing the playground surface with wood chips which require the destruction of environmental resources.

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit: www.marincounty.org/cdbg; open the Newest Information Panel and scroll to the heading Application Information and Workshops.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative form

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Community Action Marin Child Development Program

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	98%
Low income people	2%
People above the low income limits	0%

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	2%	6%	0%	2%	0%	
African-American/Black	9%	23%	13%	19%	7%	
Caucasian/White	88%	71%	87%	79%	93%	
Native American						
Mixed Heritage						
Unknown/other						
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	82%	64%	38%	51%	29%	
NOT of Latino/ Hispanic Origin	18%	36%	62%	49%	71%	
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	65%	100%				
6-17	35%					
18-24				11%		
25-59			62%	80%	50%	
60 +			38%	9%	50%	
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	49%	37%	87%	87%	43%	
Male	51%	63%	13%	13%	57%	
Total %	100%	100%	100%	100%	100%	100%
Disabled %						
	1%	0%	10%	6%	7%	

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	36%
On Advisory Committee	

RS-1

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16**

1. **Project Name: Family Law Legal Services for Low income Marin Families**

Total Amount Requested: \$27,500

3. **Project Sponsor: Family & Children's Law Center**

2. Non-housing proposals must specify the amount requested from each planning area.

Contact Person: Shawna Hoch

Title: Administrative Coordinator

**Mailing Address:
30 North San Pedro Road, Suite 245
San Rafael, CA 94903**

**Telephone: 415-492-9230 Ext. 214
Fax: 415-479-2553
E-mail: shoch@faclc.org**

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$7,000
Novato Planning Area	\$7,000
Richardson Bay Planning Area	\$2,500
San Rafael Planning Area	\$7,000
Upper Ross Valley Planning Area	\$4,000
West Marin Planning Area	\$0

Website (optional): www.faclc.org

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number. **30 North San Pedro Road, Suite 245, San Rafael, CA 94903**

5. **Project Description:**

Founded in 1985, FACLC is dedicated to helping low-income children and families in Marin County by providing sliding scale family law legal services to the working poor. FACLC strives to provide access to justice for low-income families and children who due to financial constraints and complex family transitions, would have no other means for representation in the courts. The overwhelming complexity of the legal system is compounded when financial barriers are present. Hit hardest by the recent downturn in our economy are low-income families – especially children. During such times, financial pressures can become unbearable and the home environment begins to or more precipitously unravel, causing their legal needs to skyrocket. Last year, FACLC provided over 1350 client appointments and the demand for such services only keeps growing. To serve more families and children in these times of great need, we need your help and support. Our goal is to break down barriers to allow access for all to the justice system.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.) **\$265,000.00**

7. **Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

<u>POSITION</u>	<u>TOTAL COST</u>	<u>CDBG COST</u>	<u>COST PAID BY OTHERS</u>
Staff Attorney1.0	\$72,000	\$6,000	\$66,000
Staff Attorney1.0	\$51,000	\$5,000	\$46,000
Legal Director 1.0	\$91,000	\$6,000	\$86,000
Program Assistant 1.0	\$51,000	\$10,500	\$40,500

8. **Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
MCF	CORE	\$85,000	7/1/13	Yes	12/1/13	Now
Special Event	CORE	\$32,500	10/18/14	Yes	10/18/14	Now
County of Marin	CORE	\$20,000	8/15/14	Yes	9/1/14	Now
Client Fees	CORE	\$100,000	N/A	Yes	Ongoing	Now

9. **Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

CDBG Funds will support the services of two Staff Attorneys, one Legal Director, and one Program Assistant. The Legal Director will continue to implement an outreach program that will provide increased awareness of the Family & Children's Law Center and its services in the community. The Legal Director will supervise the staff attorneys and oversee the day-to-day implementation of the legal program. The Program Assistant will screen all potential clients for eligibility identifying their fee rate and schedule them for an appointment to meet with a staff attorney. The Staff Attorneys will implement the legal program by meeting with an average of six clients per day and attending an average of three court hearings per week. The Program Assistant will provide administrative support to the Staff Attorneys, Legal Director and the legal program. Brochures and other informational materials will be distributed to various additional agencies and made readily available to potential clients.

10. **Need for the Project:**

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800
7	109,900
8	117,000

FACLC uses CDBG income guidelines and completes an income eligibility worksheet for each client. All Clients are required to provide written verification of income in the form of tax returns and pay stubs. The low income population is one with particular needs as they are disenfranchised due to low income, minimal resources and misinformation regarding the legal system. By providing low cost, high quality legal services the Family and Children's Law Center increases access to justice for a significant portion of the Marin County community.

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

The Family Law Legal Services for Low Income Marin County Families Project is critical to the well-being and functionality of the low income families in our community. Equal access to justice is a basic right that should be afforded to all, regardless of income level. Without the services of the Family and Children's Law Center, low income individuals will be left to navigate a complex and overwhelming legal system on their own, leaving them to fend for themselves to obtain domestic violence restraining orders, child custody and support orders, and other court orders that ultimately provide security for at risk families. Most self represented litigants do not have the resources or knowledge necessary to successfully represent themselves in court. Many of the issues faced in family law courts can be volatile and have long standing repercussions and implications that can negatively impact families and children who are forced to proceed without legal representation for many years to come. A report on our services prepared by the Marin Community Foundation indicates that from 2009-2012 our services had an economic impact of \$7.5 million in child support payments and a \$1.8 million reduction in domestic violence and its associated costs.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

We have found that in many cases Latino immigrants are reluctant to seek court intervention for family law matters as they are concerned that any involvement in the legal system may bring their legal status into question. We always share information about our organization including intake forms and brochures with agencies that target their services to this population, and explain to them that in the family law courts, a parties legal status is never brought into question.

If this project involves housing, how will it affirmatively further fair housing?

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

We are conveniently located across from the Civic Center and the Courts. Our building and offices are wheelchair accessible. If a client is unable to come to the office we can arrange for telephone/mail services. We can also arrange for home visits when special circumstances apply. We can arrange for sign language interpreters for hearing impaired clients.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit: www.marincounty.org/cdbg; open the Newest Information Panel and scroll to the heading Application Information and Workshops.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 5, 2014, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Family & Children's Law Center

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	79
Low income people	14
People above the low income limits	7

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	3	3	0	0	10	n/a
African-American/Black	4	4	0	0	0	n/a
Caucasian/White	83	83	100	66.6	90	n/a
Native American	1	1	0	0	0	n/a
Mixed Heritage	0	0	0	33.3	0	n/a
Unknown/other	9	9	0	0	0	n/a
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	39	39	0	0	0	n/a
NOT of Latino/ Hispanic Origin	61	61	100	100	100	n/a
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	0	0	0	0	0	n/a
6-17	0	0	0	0	0	n/a
18-24	10	10	0	0	0	n/a
25-59	88	88	100	100	80	n/a
60 +	2	2	0	0	20	n/a
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	72	72	100	100	70	n/a
Male	28	28	0	0	30	n/a
Total %	100%	100%	100%	100%	100%	100%
Disabled %						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	0
On Advisory Committee	n/a

RS-2

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16**

1. **Project Name: HIV/AIDS Benefits Counseling**

2. **Total Amount Requested:**

\$ 7,835

3. **Project Sponsor: Marin AIDS Project**

Non-housing proposals must specify the amount requested from each planning area.

Contact Person: Jennifer Malone

Title: Executive Director

**Mailing Address: 910 Irwin Street
San Rafael, CA 94901**

Telephone: 415 457-2487 Ext. 104

Fax: 415 457-5687

E-mail: jennifer@marinaidsproject.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$ 1,000
Novato Planning Area	\$ 2,335
Richardson Bay Planning Area	\$ 1,000
San Rafael Planning Area	\$ 2,500
Upper Ross Valley Planning Area	\$ 1,000
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

910 Irwin Street, San Rafael, CA 94901

5. **Project Description:** Provide benefits counseling to very low income Marin residents living with HIV/AIDS linking them with benefits/supports to which they are entitled.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)

\$108,000.00

7. **Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Personnel

Benefits Specialist	\$5,000
Case Manager	1,500
Benefits & Payroll taxes	1,335

TOTAL **\$7,835**

8. Other Sources of Funds for this Project: *Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Ryan White/County of Marin	For Benefits Counseling	100,000		Yes	March 2014	Have a contract through 2/28/15

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

The project is part of existing Benefits Counseling services and will be implemented by our Program Manager, Leslie Gallen working with the Benefits Specialist, David Mon and the program's case manager, Bobby Moske. The funds will cover work not currently funded. Implementation will be immediate.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800
7	109,900
8	117,000

Technically, our project will target Marin residents living with HIV/AIDS who have incomes below 400% of poverty for an individual (\$46,680/year). The majority of our clients actually have extremely low incomes below \$11,400/year and most others have incomes below \$22,800/year. Eligibility is determined by obtaining record of the past two months' income, a Marin address, HIV diagnosis and picture ID.

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

Connecting qualified individuals with state and federal benefits of significant financial value including MediCal, Social Security disability income and AIDS medication payments through the AIDS Drug Assistance Program is highly efficient, reducing the drain on local resources including General Assistance and emergency MediCal assistance.

Marin AIDS Project has provided benefits counseling for many years and continues to do so, funded under the federal Ryan White Act. However, Ryan White funding allocated to Marin County has decreased significantly in the past several years (14% in just the last year). There is no longer enough money to fully support the HIV/AIDS Benefits Counseling program and meet the needs of qualified Marin residents. In addition, demand for the services has increased with the introduction of The Affordable Healthcare Act and Covered California. Many people living with HIV/AIDS now qualify to obtain medical insurance as well as financial assistance with insurance premium costs. However they require professional help from a benefits specialist to access these benefits. Linking these clients with coverage means that local hospitals and healthcare providers will be paid for their services.

- C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

Marin AIDS Project is highly experienced in reaching out to underserved populations. We regularly analyze which population groups are least likely to engage with our services and reach out in a variety of ways to connect them with services for which they are qualified. We have active, working relationships with other providers throughout the county who aid us in engaging hard-to-reach populations. Our office is highly accessible, located centrally in San Rafael, a block from the transit station. We are open 5 days/week from 9:00 – 5:00 and have two programs operating until 7:00 pm on Tuesdays and Thursdays. Because we operate a food pantry and the county's only needle exchange services, our office 'culture' is one of warmth and acceptance. Services are available in Spanish and English.

If this project involves housing, how will it affirmatively further fair housing? N/A

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people. N/A

- D. Accessibility: What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?
- Our building is accessible with a flat entrance, counseling offices available on the first floor and a handicapped accessible restroom on the first floor, as well. Because we operate a mental health program, Irwin Street Counseling, we are accustomed to working with people who have mental health and substance abuse issues.
- E. Green Building: For new construction or rehabilitation, what will you do to incorporate "green building" principles?
- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
 - The current year's application form must be used.
 - Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
 - **Applications sent by fax or e-mail will not be accepted.**
 - This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit: www.marincounty.org/cdbg; open the Newest Information Panel and scroll to the heading Application Information and Workshops.
 - Don't forget to fill out the Organization Profile form.
 - All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 5, 2014, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

JAN10190

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Marin AIDS Project

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	98%
Low income people	2%
People above the low income limits	0

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	3%					
African-American/Black	14%					
Caucasian/White	80%					
Native American	2%					
Mixed Heritage	1%					
Unknown/other						
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	20%					
NOT of Latino/ Hispanic Origin	80%					
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	0%					
6-17	0%					
18-24	2%					
25-59	78%					
60 +	20%					
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	15%					
Male	85%					
Total %	100%	100%	100%	100%	100%	100%
Disabled %						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	13%
On Advisory Committee	0, but clients serve as employees (20%)& volunteers (20%)

RS-3

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16**

MARIN BIN

- | | |
|--|---|
| <p>1. Project Name: Brain Injury Network of the Bay Area
Therapeutic Day Program & Other Services</p> <p>3. Project Sponsor: Brain Injury Network of the Bay Area
(aka:Marin Brain Injury Network)</p> | <p>2. Total Amount Requested: <u>\$30,000</u>
Non-housing proposals <u>must</u>
specify the amount requested
from each planning area.</p> |
|--|---|

Contact Person: Patricia Gill

Title: Executive Director

Mailing Address: 1132 Magnolia Avenue,
Larkspur, CA 94939

Telephone: 415-461-6771 **Ext.** 101

Fax: 415-461-8406

E-mail: patricia@binba.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$7,000
Novato Planning Area	\$0
Richardson Bay Planning Area	\$4,000
San Rafael Planning Area	\$12,000
Upper Ross Valley Planning Area	\$7,000
West Marin Planning Area	\$0

Website (optional): www.binba.org

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

1132 Magnolia Avenue, Larkspur, CA 94939

5. **Project Description:** Brain Injury Network of the Bay Area (BINBA) is the only therapeutic non-profit center in Marin County offering an array of services specific to survivors of an acquired brain injury. The services meet the short and long-term therapeutic needs of community members who have experienced a stroke, accident, viral infection, tumor, loss of oxygen, and other causes of a brain injury. Additionally, the center provides services to family members and professionals in the community who seek support, education, and referrals. The programs exist to help survivors achieve greater independence, participate more fully in their communities, improve cognitive abilities, increase self-esteem, and to provide a safe place to come and be with others who understand how dramatically life changes after a brain injury.

To accomplish the mission of BINBA and meet these needs, the programs provide education, training, therapeutic intervention and skill building courses in cognitive, social, behavioral, psychological and pre-vocational assistance. The center offers 13 services, including a structured day program, resource referral assistance, a brain injury information handbook, support groups, assessments and counseling, occupational therapy sessions, therapeutic computer program (formerly at College of Marin), concussion website (www.concussionmarin.org) and concussion education in collaboration with Marin County Office of Education. Caregivers receive respite, support groups, educational presentations, resource referral, and training to assist in coping with the challenges of caring for a loved with a brain injury. Additionally, we are an intern host site for future professionals to train in the fields of psychology and occupational therapy. Dominican University and College of Marin annually sends interns for training at BINBA. Access to the brain injury handbook (downloadable pdf) and information about BINBA's other services is available at www.binba.org.

6. Total Project Cost: *(Include all costs for this particular project regardless of source.)*

The project cost, which is the operational budget for all services offered at BINBA, is \$450,000. This budget includes all overhead costs (building, insurance, land lease, utilities), supplies, and personnel costs to operate BINBA's thirteen services. It does not include the cost for marketing and events. Our budget has increased this year due to land lease fee increases and the addition of a few new services.

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

The CDBG funds are respectfully being requested to support the current salary of the part-time Program Director, Maggie Smida, OTR/L. Ms. Smida, an Occupational Therapist, has been in the position for 2 years and is strengthening services through her occupational therapy training and provision of O.T. interventions throughout our services. She is responsible for the successful implementation of all services, plus ensures outcome measures are complete, and researches trends in the community needs of survivors and their families. She works closely with the executive director to design services to ensure high quality programs that fill community gaps are hosted at BINBA. The program director's annual salary is \$50,000. All funds from CDBG will be applied to allow BINBA to continue this crucial role in the center's ability to provide services.

8. Other Sources of Funds for this Project: *Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Fee for Service	Treatment	90,000	Ongoing	Yes	Ongoing monthly fees	Ongoing
Foundations	Treatment/ Operating	150,000	Variable	Yes + awaiting response	Variable	Throughout FY
Other Fundraising (indivs/events/corp)	Treatment/ Operating	210,000	Ongoing Fundraising	Yes + awaiting	Variable	Throughout FY

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Patricia Gill, Executive Director, in collaboration with the Board of Directors, is responsible for the successful operation of BINBA and all services offered. Maggie Pesta, Program Director, will work in collaboration with the Board and E.D. to design and implement all services. The professional team of the Board of Directors, Advisory Board, and staff consult monthly.

Currently, ten services are offered on-site each week and/or monthly: structured day program (25 hrs), educational class (1.5 hrs), survivor support groups (3.5 hrs), caregiver support group (2 hrs/mo), individual assessment/consultation (5 hrs), resource referral assistance (10 hrs), speakers series presentations (1.5hrs/mo), adapted Yoga/Movement (2 hrs), and computer training program (24 hrs). Additionally, BINBA hosts a concussion website that is always available (www.concussionmarin.org) and we provide community educational presentations as scheduled. The Brain Injury Information Handbook is available online to download or view plus is physically disseminated to case managers at local hospitals and clinics, reaching hundreds of community members BINBA was not able to reach in previous years.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800
7	109,900
8	117,000

The groups served are survivors of acquired brain injury and their families/caregivers. Strokes in Marin are on the rise, as are concussions. A stroke happens every 40 seconds in the U.S. and in Marin, with our aging demographic, we are seeing an increase in strokes and TBI's from falls. **The majority of clients served, 70% in FY2013/2014, have low, very low, or extremely low incomes. Many of BINBA's clients are only able to pay a nominal fee for the services provided. For this reason, all services are offered free of charge or on a sliding-scale. Over 75% of clients receive reduced or free service due to need.** Socioeconomic information is gathered at intake for many clients served and is entered into our demographic and stat recording database. BINBA does not receive insurance reimbursement for service due to the long-term nature of services and the post-acute medical phase of the rehabilitation for those we serve. BINBA clients come for service most often when they are no longer eligible for therapeutic treatment covered by their insurance carrier, which over time would result in decreased functional ability and decreased quality of life. BINBA offers a place for continued improvement and mood stability at affordable rates.

Each year, the number of people we serve increases by 15%-20%. This past year (8/1/13-7/31/14), BINBA served 204 survivors and 177 caregivers. Additionally, we served 83 professionals, 650 community members through educational presentations, 600 people received our brain injury information handbook, and over 700 people visited our concussion education website. And, we trained eleven interns.

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

Brain Injury Network of the Bay Area (BINBA) is the only non-medical therapeutic service center in Marin County offering long-term services specifically designed for survivors of acquired brain injury. Research demonstrates the existence of neuroplasticity and our brain's ability to continue to heal itself for the rest of our lives, providing a person remains actively engaged in learning new information and skills. This research directly supports the foundation of MBIN programs and services – long term attendance to groups and classes that provide stimulation, education, and therapy - to keep the brain active, engaged, and healing.

There is no ongoing, dedicated public funding for community services for civilian ABI survivors and their families, and as a result, BINBA has become crucial to help individuals cope with the long-term disabilities that accompany a life with brain injury. In addition to the cognitive, psychological, and access to community resources benefits that are offered here, so many of those we serve report feeling less alone in the world and express benefit from having a place to go where they know they will be accepted without judgment. For many whose ability to work and communicate has been compromised, it is critical they have a safe place to come and focus on rehabilitation. For those who will rehabilitate to return to work or community involvement, BINBA offers courses to rebuild confidence and skills to assist in the return to community process. Attending these programs supports survivors to cope with issues and behaviors that are side-effects of their brain injury and allows them to be more successful in their rehabilitative and community efforts. In addition, this center provides education about brain injury to interns, volunteers, and community members, increasing the understanding of the needs to future professionals and the community at large. And, we consult with professionals in the field of brain injury and within the community at large to assist in the successful support of survivors and their families.

New services offered include concussion education for the community, to schools, coaches, and parents. BINBA participates in concussion education forums with Mary Jane Burke. Concussion education and management has become a critical issue in our community and nationally, as has been shown in recent coverage in national news forums. A Marin County high school student, Krish Chinai, co-facilitates the concussion presentations to assist BINBA in reaching youth and schools in all areas of Marin.

And, a critical new service BINBA now provides is the dissemination of an information and resource handbook. During the ICU/acute hospital treatment phase, and when discharged home, there is a gaping hole in the provision of information and guidance. This handbook is created to fill this gap for all socioeconomic groups in Marin. It is free of charge and accessible in hard-copy and online.

Lastly, a new service this year was added in response to a community group that often does not seek out service. The new young adult consultation service provides 1-1 community integration training with Brad Leonard, a BINBA course facilitator. The plan for this next fiscal year is to expand this to serve groups of young adult survivors in addition to the 1-1 training.

- C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

At BINBA, we have noticed a few groups of people that tend to resist seeking services or have difficulty seeking resources: people with milder side-effects from an ABI (from concussions, strokes, or mild accidents; often these are young adults), people whose brain injury has resulted in a lack of insight and awareness about their challenges and needs (termed *anosognosia*); those that speak English as a 2nd language/speak very little English, and caregivers. This past year, we addressed meeting the needs of these groups in the following ways:

- dramatically increased service to caregivers (by 25%) through outreach
- reached more community members with critical information through the distribution of 600 brain injury information handbooks
- added a young adult community based service
- attended the Marin County Senior Fair
- provided concussion education presentations and continued to host the concussion education website

To support access to our services for these demographic groups:

- We will be revising all marketing material to clearly describe how to access our services and note the diverse groups we serve.
- We are posting an extensive community resource list on our website.
- We are creating a concussion education marketing brochure that provides information about www.concussionmarin.org and directs Spanish speaking community members to a translated website for their information.
- We plan to offer educational presentations about brain injury prevention and concussion information in Spanish and English and offer these free of charge in the diverse areas of Marin County.
- We work in collaboration with other community organizations, including the Marin Community Clinics, Buckelew Center, Marin General, MarinLink, and others to provide service to the demographic groups we hope to engage.
- BINBA offers to coordinate intake and other services with language interpreters as needed.
- BINBA is part of the stroke coalition formed in Marin that consists of professionals from many medical/community organizations providing service to stroke survivors and their families.
- We are working with Mary Jane Burke at the Marin County Office of Education to create an effective marketing campaign for concussion education in the schools and to athletic groups.
- For caregivers, we have increased marketing and advertising in local media forums about our monthly caregiver group, consultation services, and resource referral service.
- We host a speaker's series that provides information on a range of topics for the community each month.

If this project involves housing, how will it affirmatively further fair housing? N/A

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people. N/A

- D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

To make our services accessible, we have increased marketing efforts each year to raise awareness of our existence. We continue our mission of sliding-scale and free of charge service to allow anybody to access service regardless of financial ability (we fundraise 80% of our annual budget). All survivors who attend the services are disabled due to long-term side effects of their injury and we have a number of caregivers who are disabled as well. The center is highly accessible for all disability levels, with the center having handicap accessibility, and located right off a main bus route. And we work with Whistlestop to ensure transportation accessibility.

- E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
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Name of Organization: Brain Injury Network of the Bay Area (BINBA)

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	20% (note:30% fall below ‘very low’ and 12% fall under ‘unknown’)
Low income people	19%
People above the low income limits	19%

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	4%	4%	0%	0%	10%	
African-American/Black	2%	2%	0%	0%	0%	
Caucasian/White	78%	78%	64%	66%	60%	
Native American	0%	0%	0%	0%	0%	
Mixed Heritage	4%	4%	36%	34%	30%	
Unknown/other	12%	12%	0%	0%	0%	100%
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	5%	5%	13%	0%	0%	
NOT of Latino/ Hispanic Origin	95%	95%	87%	100%	100%	100%
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	0%	0%	0%	0%	0%	0%
6-17	5%	5%	0%	0%	0%	5%
18-24	4%	4%	25%	0%	0%	0%
25-59	49%	49%	50%	75%	58%	51%
60 +	42%	42%	25%	25%	42%	44%
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	60%	40%	80%	75%	83%	50%
Male	40%	60%	20%	25%	17%	50%
Total %	100%	100%	100%	100%	100%	100%
Disabled %	60%	60%	0%	0%	8%	11%

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	17%
On Advisory Committee	11%

Healthy Fitness Zone (HFZ) scores in the County, 5.6% versus a County average of 42%. The life expectancy in Marin City is 78.6 compared to the County average of 83.3 (Human Impact Partners, 2013).

There is a body of evidence that indicates where we live and the access we have to basic amenities, such as a healthy and affordable grocery store and a safe outdoor/indoor facility for physical activity determine our health (CDC, CDPH, RWJF). According to the USDA, the lack of access to healthy, accessible and affordable food contributes to a poor diet and can lead to higher levels of obesity and other diet-related diseases, such as diabetes and heart disease, especially in low income communities.

At community forums and through surveys, the Marin City community indicated the establishment of a healthy and affordable grocery store in Marin City as a priority. Therefore, Marin City CX3 program is currently working with the owners of the Gateway Shopping Center, Supervisor Sears' office and the Marin County HHS Nutrition Wellness Program staff to establish a healthy, affordable and accessible grocery store in Marin City. Still, the transition from established patterns of unhealthy eating due to lack of access requires support in changing behaviors towards healthy eating. The evidence clearly shows coupling access to healthy foods with culturally appropriate health and nutrition education programs is successful (The Food Trust, the California Endowment).

This CDBG grant will be used to build community capacity by training the Marin City CX3 Team and community residents with the Stanford Chronic Disease Management Program, an evidence-based curriculum proven to support adoption of healthier lifestyles and better management of chronic disease. Trained community residents will implement a community engagement process that is culturally relevant and engages the Marin City community in chronic disease prevention and management classes, healthy eating/active living programs such as nutrition education and cooking demonstrations, classes on eating healthy on a budget, and creative ways to remain physically active. In addition, they will engage community members for an active and meaningful participation in the current efforts to establish a healthy, affordable and accessible grocery store in Marin City. They will convene forums to discuss the progress of the grocery store project, ensure community voice is an active and relevant component in the process, and work within the community – at schools, public housing facilities, senior centers – to provide the necessary support for adoption of healthy eating and active living.

In addition, The Marin City Community Services District's CX3 program team will provide further support by providing training of the California Department of Public Health's nutrition education/physical activity curriculum.

6. Total Project Cost: (Include all costs for this particular project regardless of source.) The project is estimated to cost \$75,000.00.

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

<u>Personnel</u>	<u>Annual Salary</u>	<u>% Time</u>	<u>#</u>	<u>In Kind</u>	<u>Amount Requested</u>
Marin City CX3 Director	\$72,800	15%	1	\$10,920	\$6,000
Marin City CX3 Health Educators	\$42,000	10%	3	\$12,600	\$3,200
Analyst, evaluation and outreach	\$47,865	5%	1	\$2393.25	
Stanford Chronic Disease Management Training Fee (4 Marin CX3 Team members and 5 community residents)					\$9,000
Community Resident travel costs and Stipends – 5 days			9		\$4,550
<u>Supplies</u>					
General Program Supplies	-	-	-		\$1,750

	-	-	-		
	-	-	-	Total Supplies	\$1,750
	-	-	-	-	-
Grand Total	-	-	-	-	\$25,000

8. **Other Sources of Funds for this Project:** *Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Marin County HHS NWP/USDA	Marin City CX3 Team program implementation	50,000	2/15/2014	Yes	10/1/2014	10/1/2014- 9/30/2015

9. **Project Implementation:**

Who will be responsible for implementing the project? The Marin City CX3 Team and community residents trained through the Stanford Chronic Disease Management program will be responsible for implementing the project.

How will it be implemented and what is the proposed schedule for project implementation?

Subsequent to the grant award, the Marin City CSD and the Marin City CX3 Team recruit community members and they will be trained on the Stanford Chronic Disease Management program and the California Department of Public Health's Nutrition Education/Physical Activity program. Trained members will begin providing classes to community residents at the senior center, the MLK/Bayside school and afterschool programs, the CSD afterschool program, the Manzanita Childcare Center, the Marin Learning Center, the Golden Gate Village Resident Council Group, the Women Helping All Women school, Cornerstone Community COGIC Church, St. Andrews Presbyterian Church, First Missionary Baptist Church and Village Baptist Church.

Classes will include chronic disease management and prevention, healthy eating on a budget, nutrition education/physical activity classes, the Body and Soul program for church wellness, cooking demos and taste tests, gardening as an option to growing your own food, and adoption of health and wellness policies within organizations. Participation and evaluation of programs will be recorded through the California Department of Public Health's Activity Tracking form to ensure program effectiveness and sustainability.

Trained members will also convene community forums to continue involving the residents in an active participation and input regarding the establishment of a healthy, accessible and affordable grocery store in Marin City to ensure its sustainability.

10. **Need for the Project:**

This project is especially critical because of the evident health disparities that exist between Marin City and the rest of the County. As described above, Marin City bears disproportionate rates of chronic disease, a high life expectancy gap, high income inequality and is a food desert.

The health of Marin City residents is impacted by lack of access to healthy foods and years of unhealthful eating habits. Low-income families face food costs in Marin County that are 1.5 times greater than that of the national average. According to the Human Impact Partners report in 2013, over a third of low-income adults in Marin City report they cut the size of their meals or skipped them altogether in order to make ends meet. Parents have self-reported that they run out of food by the third week of the month. In Marin City, half of the items on the Thrifty Food Plan Market Basket list, consisting primarily of fresh fruits and vegetables are missing (Human Impact Partners, 2013). Local food sources include CVS, Burger King, Panda Express, and the Dollar Store which offer a high volume of unhealthy, highly processed food items and sugary beverages.

Therefore, this project will utilize trained community educators to implement a culturally relevant, community-based chronic disease management and nutrition education/physical activity program to support behavior change within Marin City.

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

We will be serving Marin City residents who qualify through Census Tract data. In Marin City, 57.7% of the population is at <185% of the Federal Poverty Level (FPL). Marin City is made up of 50% subsidized housing including HUD funded properties. The median household income in Marin City is \$46,250 per year compared to the County of Marin's median household income of \$89,605 per year (US Census, 2010).

Our efforts will focus on public housing residents, students and parents of Bayside/MLK Jr. Academy, Manzanita Child Development Center, Marin Learning Center, Marin City CSD afterschool and senior programs and Marin City Church Congregations, all of which are eligible under the grant terms.

We will document eligibility through demographic data collection methods (designed by the California Department of Public Health) at outreach and program implementation sites.

Household Size	Income Limit
1	\$62,200
2	71,050
3	79,950
4	88,800
5	95,950
6	103,050
7	110,150
8	117,250

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

This project is needed to address some of the stark health disparities that exist amongst African Americans residing in Marin City and the rest of the County. As described above, this project will be data driven and focus on addressing the health gaps that persist for African Americans and focus on behavior change and better chronic disease management in the areas of healthy eating and active living.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply.)*

We will be serving the African American residents of Marin City, a low income community with 57.7% of the population at <185% FPL). The Marin City CX3 Team includes members of the community which are well known and respected as representatives of Marin City. In addition, there are well established community based organizations and churches, with years of effective service and engagement through which recruitment for the program will occur to ensure we reach the folks that are least likely to benefit from such programs.

If this project involves housing, how will it affirmatively further fair housing?

If this project involves construction, discuss your plans for recruiting women- and minority-owned firms to bid on the design and development of this project.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities? The Marin City CX3 Healthy Food Access program will be implemented in Marin City at Marin City CSD locations, such as the afterschool program, the senior center, the health and wellness gym, at Marin*

City Churches and at the Golden Gate Village Public Housing complexes. All the sites are accessible to people with physical and other disabilities.

- E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*
- For further information, please call Roy Bateman (473-6698).
 - The current year's application form must be used.
 - Completed applications may be mailed to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157, or they may be hand-delivered to our **new office location at 899 Northgate Drive, Room 408, San Rafael**. Please do not send mail to our Northgate Drive location.
 - **Applications sent by fax or e-mail will not be accepted.**
 - This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word attachment, visit www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
 - Don't forget to fill out the Organization Profile form.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY THURSDAY, DECEMBER 13, 2012, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Marin City Community Services District / Cx3 Healthy Food Access

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	75
Low income people	20
People above the low income limits	5

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	267					
African-American/Black	1,017		6	2	4	
Caucasian/White	1,037			1		
Native American	15					
Mixed Heritage	169		2			
Unknown/other	161			1		
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	365				1	
NOT of Latino/ Hispanic Origin						
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	212					
6-19	502					
20-24	180		4			
25-59	1,362		4	3		
60 +	410			1	4	
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	1,456		3	2	3	
Male	1,210		5	2	2	
Total %	100%	100%	100%	100%	100%	100%
Disabled %						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	
On Advisory Committee	

RS-5

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15**

1. **Project Name:** 2015 Quality of Life Road Trip 2. **Total Amount Requested:** \$10,000
 3. **Project Sponsor:** Marin City Health & Wellness Center
 Non-housing proposals must specify the amount requested from each planning area.

Contact Person: JayVon Muhammad

Title: CEO

Mailing Address: 630 Drake Ave.
Marin City, CA 94965

Telephone: (415) 339-8813 **Ext.** 25

Fax: (415) 339-8814

E-mail: JayVon@marincityclinic.com

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$10,000
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: X Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Marin City Health & Wellness Center
630 Drake Ave.
Marin City, CA 94965

5. Project Description:

For the third year, the Marin City Health and Wellness Center (MCHWC) will take a group of at-risk teenaged girls, ages of 13-18, who reside in Marin City's public housing, on a nationwide annual Quality of Life Road Trip (Road Trip). This Road Trip is a part of our larger vision of Community Transformation and Neighborhood Revitalization through investment in the mental and behavioral health of some of our most vulnerable community members. Our objective is to inspire and expose at-risk girls to our country, its opportunity, beauty, greatness, and various cultures.

Far too often poor children do not have the opportunity to leave their neighborhoods and learn about other people, places and things. This lack of exposure increases the feeling of hopelessness and sometimes leads to mental and/or behavioral health issues, and often contributes to academic, social, personal, and family issues that hinder their ability to learn, develop, grow, and mature. To address the issues and needs of at-risk, low-income girls, we must expose them to multi-cultural experiences that allow them to strive for their greater self.

This past summer the MCHWC joined Earth Mama Healing, Inc. (EMH), on the second annual 2014 Quality of Life Road Trip across America. This year, with financial support from the County of Marin and the Marin Housing Authority, four teenagers from Marin City, all residents of public housing, were invited to participate in the trip of a lifetime.

6. Total Project Cost: (Include all costs for this particular project regardless of source.) \$19,500

Transportation:	
10 Passenger van	\$ 5,000
Gas for 30 days	3,500
Insurance / Parking	<u>1,000</u>
	\$ 9,500
Accommodations:	
Food	\$ 4,500
Hotel/Motel	<u>4,000</u>
	\$ 8,500
Event / Tour fees:	<u>\$ 1,500</u>
	\$ 1,500
TOTAL PROJECT COSTS	\$19,500

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Transportation:	
10 Passenger van	\$ 2,500
Gas for 30 days	1,750
Insurance / Parking	<u>500</u>
	\$ 4,750
Accommodations:	
Food	\$ 3,500
Hotel/Motel	<u>1,000</u>
	\$ 4,500
Event / Tour fees:	<u>\$ 750</u>
	\$ 750
Project Budget for CDBG Funds	\$10,000

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
22 Annual Heart of Marin	2015 Quality of Life Road Trip	\$5,000	Nov 14, 2014	No		

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Our CEO, JayVon Muhammad, is the person responsible for implementing this project. She traveled on the 2013 and 2014 Quality of Life Trips with two groups of at-risk teenaged girls who reside Marin City's public housing. The project is implemented by MCHWC and EMH working with this population through our Monday Girl Power Groups to assess, prepare and select the at-risk teenaged girls that have the greatest need and would benefit the most from the next Road Trip.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

African-American at-risk teenage girls, ages of 13-18, will benefit from this project. All the girls live in Marin City's public housing and live well below the Federal poverty limit.

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

All road trip participants are given a pre and post testing/assessments to gauge their academic and social knowledge and awareness in many areas, before and after the trip. Subjects include history, cultural studies, vocabulary, technology, careers, education, geography, nutrition and health, entrepreneurship, religion, government, family life and relationships, and sociology.

Through the pre-test/assessment we have learned that 88 to 100% of the girls know very few if any of the answers to the questions that we present, such as: What was the goal of the Civil Rights Movement?; Which countries border on the South and North of the United States?; Why should you have different colors of food represented on your plate?; How many branches of government are there in the United States? After the trip, 88 to 100% of the girls are able to successfully answer the questions.

We have proven through our year round groups and through the summer Quality of Life trips that there exists a huge need for a program that exposes impoverished children to greater opportunities. It is our experience that removing high-risk teen girls from their socially toxic environments and exposing them to positive and healthier environments across America, all the while introducing them to new ways of learning that takes advantage of their all senses: tasting, touching, hearing, feeling, and seeing, is a measurable, yet immeasurable experience and gift.

A great example of learning and growing is when the girls visited Lake Michigan. This was a lesson in geography, geology and nature. Pre-test 100% of the girls reported that they did not know anything about the Great Lakes, including their location. Once they visited Lake Michigan, the girls could not believe that they were actually in a lake that appeared to be as large and grand as the Pacific Ocean.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

After reports from the local Sausalito-Marín City school district, community agencies and organizations, and our own medical providers, about the negative social behaviors, lack of discipline, and low academic achievements of African American girls (and boys) in the community, the MCHW decided to partner with EMH and provide an innovative approach to our behavioral health services. We know that today's children learn in different ways, and that learning can't happen without basic discipline - learning is a discipline. Children are frustrated because they have not been learning and that affects their behavior, often leading to therapies that include unnecessary psychological medications and labeling.

The MCHWC is proving that children can learn when learning is interesting and expectations are high.

If this project involves housing, how will it affirmatively further fair housing?

N/A

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

N/A

- D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

N/A

- E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

N/A

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Marin City Health & Wellness Center

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	80
Low income people	15
People above the low income limits	5

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	5.4		0	18.2	0	
African-American/Black	23.9	100	57.1	9.1	54.5	100
Caucasian/White	32.2		7.2	45.4	27.3	
Native American	.3		0	0	0	
Mixed Heritage	0		14.3	18.2	0	
Unknown/other	38.2		21.4	9.1	18.2	
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	5.4					
NOT of Latino/ Hispanic Origin	94.6	100				
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	6.9					
6-17	11.8	50				
18-24	6.3	50				
25-59	62					
60 +	13					
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	54	100				
Male	46					
Total %	100%	100%	100%	100%	100%	100%
Disabled %						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	45.5
On Advisory Committee	100

Organization Profile – 2015-16 Data Collection Pilot

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	38,750	62,050
2	44,300	70,900
3	49,850	79,750
4	55,350	88,600
5	59,800	95,700
6	64,250	102,800

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16**

RS-6

1. **Project Name:** Marin City Parent Academy

2. **Total Amount Requested:** \$25,000

3. **Project Sponsor:** CorStone

Non-housing proposals must specify the amount requested from each planning area.

Contact Person: Steve Leventhal

Title: Executive Director Steve Leventhal

Mailing Address: 250 Camino Alto, Suite 100A, Mill Valley, CA 94941

Telephone: 415-388-6161 **Ext.**

Fax:

E-mail: SteveL@corstone.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$ 25,000
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional): www.corstone.org

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Manzanita Children's Center
620 Drake Ave.
Marin City, CA

5. **Project Description:**

The *Marin City Parent Academy* employs a proven, holistic ten-week learning and peer-support program to enable low-income families with children from birth to age five to significantly increase their parenting skills, coping skills, and individual and family functioning and wellness. This program reduces the likelihood of child abuse, domestic violence, parental depression, anxiety, and isolation.

They say it takes a village to raise a child; we say it takes a village to nurture a parent, too. From across Marin City, volunteers ranging from elder mentors to counseling, legal aid, fitness, and health and beauty experts have stepped forward to lend their gifts and support to Marin City's struggling parents through this program.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)

\$25,000

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Marin City Parent Academy Director	5,000
Parent Academy Co-Facilitators	9,000
Evaluation	3,000
Books and Materials	1,500
Parent Engagement Activities	3,500
Community Outreach & Marketing	3,000
TOTAL	\$25,000

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
CorStone	Administration and program Development	\$20,000		yes		

This program was funded in its first year (2014-2015) by the Bella Vista Foundation. The Marin City Parent Academy is now seeking second year funding after successfully piloting and refining the program.

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Participants

Each ten-week program will convene 20 low-income parents from Marin City who have one or more children from ages 0 to five. Most participants will be African American, the remainder Latino, Asian American, or white. About half will be mothers or female caregivers and half fathers or male caregivers. At least 40 children will benefit from the parental skill-building in this program.

Timeline

July 2015-Dec.2015 curriculum enhancement, program marketing/outreach, participant selection and intake orientation, pre-testing, 10 weekly classes, end-point testing, graduation and celebration post-testing

Program design

Flow. Each parent joins a one-on-one intake interview with a same-gender facilitator/counselor, during which their parenting hopes and challenges are explored through conversation and a baseline assessment. Then, during a kick-off 'family night' celebration, parents are oriented together to the program, its benefits, and their commitments as a peer-support participant. At the end of the ten-week program, participants celebrate with a graduation ceremony.

Classes. Sessions take place weekly in the evenings. Mothers and female caregivers meet Mondays, and fathers and male caregivers meet Wednesdays. During the first half-hour, families arrive, enjoy a nutritious meal, and get their children settled into the childcare provided as part of the program. The 1.5 hour session that follows is facilitated by experienced same-gender family welfare specialists.

Design. Significant design innovations have been made to specifically benefit Marin City parents, and based on prior sessions' lessons learned. These include:

- employing a strengths-based approach that draws from resilience research within Positive Psychology, as well as strategies from Attitudinal Healing and African American-focused mental health programs;
- separating genders, and providing same-gender facilitators, for greater openness and comfort during peer support group discussions;
- paying much greater attention during the intake process to not just establishing the benefits of being part of the program *but also* securing firm oral and written commitments to attend and participate fully;
- incorporating family and community leadership content and skill-building into the child development and parenting curriculum;
- pairing each participant with a Marin City elder who volunteers as an informal 'listening and encouraging' mentor outside of the sessions;
- providing a cash stipend or grocery gift certificate formal reward for completing the program;
- incorporating a 'token economy' to encourage full participation and ownership of the process. Parents can earn tokens for attendance and positive activities like cooking nutritious meals at home or using 'character strengths' in new ways), which they can 'spend' on Safeway gift cards. Parents can pool tokens to 'purchase' large rewards for the group at the end of the sessions. Rewards range from a party at the local recreation center to a weekend camping excursion in Lake County.

Curriculum

The program design is based upon CorStone's widely used and adapted *Family Resilience Program*, which was developed with funding from the Bella Vista Foundation. The course content is drawn from the STEP (Systematic Training for Effective Parenting) curriculum materials. Topics include: child development and child behavior, basics of good parenting, self esteem in early years, communicating with young children, cooperation and discipline, tantrum management, stress reduction, advocacy in the school system, some career counseling, and family and community leadership.

Co-facilitators

Women's Group

Ms. Terrie Green, community leader, Marin City CX3 Project Director, and foster parent
Ms. Carolyn Logan, MFT, family therapist

Men's Group

Paul Austin

Peripheral supports (in kind and volunteer)

- **Space for the sessions and activities** are provided free at the Manzanita Children's Center in Marin City
- Referrals to **free or low-cost counseling** with Dr. Karuna Leary at the Marin City Health and Wellness Center, and behavioral therapy sessions courtesy of social services professional Marin City Health and Wellness Center
- Access to **pro bono legal assistance** through Legal Aid of Marin's Ann Munene to resolve practical barriers to successful family and household management (suspended driver's licenses, child support back payments, etc.)
- **Nutrition workshops** through the Marin City CX3 Program (Communities of Excellence in Nutrition, Physical Activity, and Obesity Prevention)
- **Exercise classes** with Edward "Boone" Green of the Marin City Boxing and Fitness Center
- **Women's self care and beauty rituals** with Oshalla Diana Marcus, Marin City community leader and owner of Pure Earth Beauty

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800
7	109,900
8	117,000

100% of families participating in the Marin City Parent Academy are very low and low-income.

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

Marin City's population has the county's largest public housing project, and 24% of its residents live below the federal poverty line. Without intervention, its next generation is at great risk for serious development problems, impacted by threats such as unemployed parents, parents with poor education, and overworked single-parent families. Fortunately, a number of factors are known to protect children from these risks. Specifically, research has shown that strong attachments to parents, high self-esteem, and positive role models help children in similar contexts to succeed despite poverty-related barriers to development.

Program Effectiveness Indicators

This program seeks to improve parent outcomes across a number of life domains, including parenting knowledge, depression, anxiety, parenting stress, and access to social supports. In the short-term, the program aims to build parenting knowledge and decrease stress levels. During the program's sessions, parents will also establish strong social bonds and improve their communication skills with others, leaving the groups with strong social ties. Finally, these holistic improvements will lead to sustainable reductions in depression and anxiety levels for parents.

In order to measure parents' improvement during the groups and the sustainability of these improvements over time, parents will complete a baseline questionnaire during their intake into the group, an endpoint questionnaire before they leave the program, and a follow-up questionnaire 3 months after the end of the group sessions.

These questionnaires are composed of a number of standardized scales that have been used successfully in ethnically, culturally, and socio-economically diverse populations. In fact CorStone has used many of these in San Rafael and Marin City to assess parenting programs in particular. Outcomes, measurement tools, and expected improvements are detailed below, split into short-term, intermediate, and long-term outcomes.

Short-term Outcomes:

Parenting Knowledge

Measurement: A test of knowledge gained based on the program curriculum

Expected improvement: At least 60% of parents will improve their scores by endline

Parenting Stress

Measurement: Parental Stress Scale (PSS)

Expected improvement: At least 60% of parents will show a decrease in their stress responses to parenting problems by endline, as measured by the PSS

Intermediate Outcomes:

Social Support

Measurement: Multidimensional Scale of Perceived Social Support (MSPSS)

Expected improvement: At least 60% of parents will show improvement in their levels of support from friends, peers and/or family, as measured by the MSPSS

Long-term Outcomes:

Anxiety and Depression

Measurements: Patient Health Questionnaire-9 (PHQ-9) and Generalized Anxiety Disorder-7 (GAD-7)
Expected improvement: At least 60% of parents will decrease their depression or anxiety by endline, as measured by the PHQ-9 and the GAD-7.

In addition to the above quantitative scales, qualitative interviews with parents will be conducted during and 3 months after the program's implementation. This will enable us to supplement the quantitative data above with narratives of participants' experiences in the program, and to gain a clearer picture of how effectively the program has responded to their needs over time.

- C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Outreach and recruitment will target Marin City's pre-schools, kindergartens, day-cares, Marin Child Protective Services, faith and community based organizations, Marin Housing Authority, Marin City Recreation Center, and the Marin City Health and Wellness Center. Nearly all families using the facilities above are living near or below the poverty line, and a significant majority are people of color. Past participants and trusted community leaders will also be asked to make in-person invitations with parents known to be struggling in the area of parenting skills and family development.

If this project involves housing, how will it affirmatively further fair housing?

N/A

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

N/A

- D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

- E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

N/A

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit: www.marincounty.org/cdbg; open the Newest Information Panel and scroll to the heading Application Information and Workshops.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 5, 2014, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

k:\cycle\2015 cycle\applications fy15\2015-16 cdbg application form.doc

ORIGINAL

Organization Profile - 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: CorStone provides fiscal sponsorship and program evaluation for **Marin City Parent Academy**. The demographic data below refer **only** to the clients of the *Marin City Parent Academy*.

My organization does not gather demographic data. My organization does not wish to share demographic data.
Due to Confidentiality

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	XX%
Low income people	XX%
People above the low income limits	XX%

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	/	/	/	/	/	/
African-American/Black	/	/	/	/	/	/
Caucasian/White	/	/	/	/	/	/
Native American	/	/	/	/	/	/
Mixed Heritage	/	/	/	/	/	/
Unknown/other	/	/	/	/	/	/
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	/	/	/	/	/	/
NOT of Latino/ Hispanic Origin	/	/	/	/	/	/
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	/	/	/	/	/	/
6-17	/	/	/	/	/	/
18-24	/	/	/	/	/	/
25-59	/	/	/	/	/	/
60 +	/	/	/	/	/	/
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	/	/	/	/	/	/
Male	/	/	/	/	/	/
Total %	100%	100%	100%	100%	100%	100%
Disabled %						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	

Organization Profile - 2015-16 Data Collection Pilot

On Advisory Committee

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	38,750	62,050
2	44,300	70,900
3	49,850	79,750
4	55,350	88,600
5	59,800	95,700
6	64,250	102,800

Use ORIGINAL

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16**

RS-7

MARIN LEARNING CENTER

**1. Project Name: Therapeutic services for
Marin Learning Center preschool program**

**3. Project Sponsor:
Community Action Marin Child Development
Program**

**Contact Person:
Liz Burns**

**Title:
Program Director**

**Mailing Address:
CAM Child Development Program, 251 North
San Pedro Road, San Rafael, CA 94903**

Telephone: 415-472-1663 Ext. 11

Fax: 415-499-1597

E-mail: lburns@marinchild.org

2. Total Amount Requested: \$ 20,000

Non-housing proposals must
specify the amount requested
from each planning area.

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$ 20,000
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. Project Location: (Precise street address). For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Marin Learning Center, 100 Phillips Drive, Marin City, CA 94965

5. Project Description:
The Marin Learning Center continues to operate and develop its therapeutic program, as well as focusing on kindergarten readiness, social and emotional development, self-regulation, language and culture, character development and community building. The center, which serves 48 children, has experienced a significant increase in its Latino population. With this increase therapeutic services have broadened to meet the needs of this changing population through parent education. Additionally, staff focused outreach efforts in the community to increase the number of community families enrolled in the center. Presently half of the families enrolled are from the Marin City area (compared to 16% previously enrolled). The Learning Center is requesting funds to operate its therapeutic component. Funding is used primarily to provide therapeutic play groups to the children. With no resources available through Community Mental Health (except in extreme cases) and MCOE for children with emotional/social behavior issues, community based child development programs are the last resort for low income, working families. Because of a 30% reduction in state funding over the past 5 years and a slight increase this year, the only parent support services available is through the Learning Center therapist who also provides case management, parent education and service referrals.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)
\$35,000

7. **Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

\$20,000 for therapeutic services at \$50.00 per hour

8. **Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Endowment Fund	Therapeutic Services	\$12,000		yes	Ongoing on a yearly bases	07/15

9. **Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

The project comes under the responsibility of the Program Director and Site Supervisor who work closely with the therapist to determine enrollment, case management and parent support services. Project implementation begins July 1, 2015 and continues until June 30, 2016

10. **Need for the Project:**

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit	
1	\$62,050	The Marin Learning Center is a state funded child development program. Families must adhere to strict guidelines for need and eligibility in order to qualify for enrollment. Income limits at the state level are significantly lower (for example, the the income ceiling for a family of 3 is \$43,536 as compared to \$79,750). Eligibility is determined through the enrollment process and yearly recertification. Parents must show proof of income.
2	70,900	
3	79,750	
4	88,600	
5	95,700	
6	102,800	The Learning Center in addition to providing child development services to 48 low income children, ages 3-5, has created a developmental and therapeutic program that focuses on the strengths of the child, family and community. Program components include: anti-bias, emerging curriculum, mindful education, therapeutic play, advocacy with children with special needs, and staff training.
7	109,900	
8	117,000	

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

The Learning Center is part of Community Action Marian Child Development Program and is funded by the California Department of Education. Reimbursements are based on a standard reimbursement rate that falls way below the actual cost of child care. (The regional market rate, which reflects more closely the true cost of child care is 60% higher than the reimbursement rate CAM Child Development receives). As a result, support services, which are critical for low income underserved families, are only available through additional funding resources. Yet research confirms, what staff experience daily – children continually exposed to violence, serious loss, health hazards, chemical imbalances and poverty are often traumatized

seriously impacting academic and social/emotional development. With the increase in the migrant population, trauma associated with this experience is also reflected in the needs of the children and families. Without appropriate interventions at the preschool level, these children are seriously at-risk of school failure. With few low income mental health services for preschoolers, these services meet a critical need.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Our families are recruited through a Marin County centralized eligibility program administered by the Marin Child Care Council. Representation of all demographic groups are represented through this process. In Marin City, the African American population has decreased because of stricter state regulation working requirements and a younger population of parents who are unaware of our services. Outreach efforts include social media (facebook is a popular media among Marin City adults), marketing to the local elementary(Bayside) and charter schools (Willow Creek), Marin City Health Clinic, Marin City mental health collaborative, Marin Community Services District, and local Marin City programs. Outreach efforts were done primarily by Marin City staff in an effort to connect with community residents. Community staff members who reflect the population of the families and children served are represented in each classroom.

If this project involves housing, how will it affirmatively further fair housing?

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

The Learning Center is accessible to people with physical and other disabilities.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit: www.marincounty.org/cdbg; open the Newest Information Panel and scroll to the heading Application Information and Workshops.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: **Community Action Marin Child Development Program**

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	98%
Low income people	2%
People above the low income limits	0%

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<i>Ethnic/Racial Demographics</i>						
Asian-American/Pacific Islander	2%	6%	0%	2%	0%	
African-American/Black	9%	23%	13%	19%	7%	
Caucasian/White	88%	71%	87%	79%	93%	
Native American						
Mixed Heritage						
Unknown/other						
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Latino/Hispanic Origin</i>						
Of Latino/ Hispanic Origin	82%	64%	38%	51%	29%	
NOT of Latino/ Hispanic Origin	18%	36%	62%	49%	71%	
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Age</i>						
0-5 years old	65%	100%				
6-17	35%					
18-24				11%		
25-59			62%	80%	50%	
60 +			38%	9%	50%	
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Gender</i>						
Female	49%	37%	87%	87%	43%	
Male	51%	63%	13%	13%	57%	
Total %	100%	100%	100%	100%	100%	100%
<i>Disabled %</i>						
	1%	0%	10%	6%	7%	

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	36%
On Advisory Committee	

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15**

RS-8

1. Project Name: Performing Stars of Marin

2. Total Amount Requested:

\$ 20,000

3. Project Sponsor:
Performing Stars of Marin
Contact Person:
Felecia Gaston
Title:Executive Director

Non-housing proposals must specify the amount requested from each planning area.

Mailing Address:
271 Drake Avenue
Marin City, CA 94965

Telephone: 415 332-8316 **Ext.:**
Fax:
E-mail: performingstars@sbcglobal.net

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$15,000
Novato Planning Area	\$
Richardson Bay Planning Area	\$ 15,000
San Rafael Planning Area	\$5,000
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Corrected per Felecia

Website (optional): www.performingstars.org

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. Project Location: (Precise street address). For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.
271 Drake Avenue, Marin City, CA 94965

5. Project Description:

Performing Stars transforms the lives of low-income, primarily multicultural children throughout Marin County by using enrichment programs to build pride, character, discipline and self-esteem. Our programs help youth develop good work habits and positive social skills, enhance academic performance and professional readiness, improve critical thinking and communication skills, and gain the confidence they need to overcome the limitations imposed by poverty.

6. Total Project Cost: (Include all costs for this particular project regardless of source.)

\$40,000

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Executive Director Salary	\$10,000
Administrator	5,000
Program Coordinator	5,000

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Sato Foundation	Social skills	\$10,000	In process		Due Feb. 2015	
Milagro Foundation	Arts Programs	\$12,000	4/2014	yes	11/ 2014	Jan. 2015
Wells Fargo Fdn	Arts Programs	\$5,000	4/2014	yes	7/2014	Sept. 2014
Joseph Parker Fdn	Arts Programs	\$5,000	6/2014	yes	11/2014	Nov. 2014
Do A Little	Operational	\$10,000	In process			

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Felecia Gaston, The Executive Director will oversee the project. Classes will be taught after school at the various sites with the partner organizations – such as the Branson High School, Bayside/MLK Academy, Stapleton Theater, Marin Theater Company to name a few. During the summer the youth will be involved with various scholarship placements and all wrap around services is incorporated in their classes. The proposed schedule is July 2015 to June 2016.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

We serve the underserved and low income children in Marin County. These children live in Marin City and some of them attend the childcare centers operated by Community Action Marin, which serves the Canal Area of San Rafael. We document eligibility by having parents complete an inhouse form and we rely on the partnerships of the many agencies we work with who have also have the income documentation verified. The great majority of these children live in households with incomes well below the poverty level according to the U.S. Federal Government guidelines.

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

Our children typically lack the transportation, nutrition and equipment they need to “fit in” with the rest of their peers. We take great care working with our program partners to place students in the proper program and to facilitate ongoing communications with our families. Our chaperones and mentors do so much more than just help students get to class on time, show up, well fed, and come prepared with the proper uniforms and equipment. They help with life skills, connect them with families with additional community services and mediate cross-cultural interactions.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Through personal outreach to the parents, the schools, the churches, all childcare centers, door to door personal contact, word of mouth, referrals, publicity in local news media, social media and website.

If this project involves housing, how will it affirmatively further fair housing?

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

We do not discriminate and our programs are offered to everyone who wants the opportunity.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate “green building” principles?*

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at

disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

K:\Cycle\2014 Cycle\Grant Applications\2014-15 CDBG Application Form.Doc/roy

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Performing Stars of Marin

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	100%
Low income people	
People above the low income limits	

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander						
African-American/Black	75	75		2	4	2
Caucasian/White	20	20			1	5
Native American						
Mixed Heritage	5	5				
Unknown/other						
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	50	50				
NOT of Latino/ Hispanic Origin	50	50				
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	30	30				
6-17	60	60				
18-24	5	5				
25-59						
60 +						
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	60	60	1	2	4	6
Male	40	40				
Total %	100%	100%	100%	100%	100%	100%
Disabled %						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	
On Advisory Committee	

MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16

1. Project Name: Senior Access

2. Total Amount Requested: \$54,460

3. Project Sponsor:
Senior Access
Contact Person:
James Ward
Title: Executive Director

Non-housing proposals must specify the amount requested from each planning area.

Mailing Address:
70 Skyview Terrace, Bldg B
San Rafael, CA 94903

Telephone: 415-491-2500 Ext. 11
Fax: 415-491-2503
E-mail: jward@senioraccess.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$6,260
Novato Planning Area	\$14,200
Richardson Bay Planning Area	\$6,000
San Rafael Planning Area	\$20,000
Upper Ross Valley Planning Area	\$8,000
West Marin Planning Area	\$0

Website (optional): www.senioraccess.org

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. Project Location: (**Precise street address**). For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Senior Access
70 Skyview Terrace, Bldg B
San Rafael, CA 94903

5. Project Description:

The Senior Access Financial Assistance Fund provides financial assistance to Marin County's low, very low and extremely low income residents who have dementia and/or related chronic conditions for attendance at Senior Access' Adult Day Program (ADP). More than one-third of Marin residents are over the age of 60; of these older adults, 10% live with cognitive decline and require considerable personal care. Senior Access (SA) offers people with dementia and their caregivers an affordable alternative to in-home or nursing home care. SA is the only social model ADP in the county, meeting critical needs for caregivers and older adults **who would otherwise not be served**. With an annual budget of \$708,655, SA maintains a staff of 5 (FTE equivalent) and an active volunteer and University intern program. SA operates its programs in San Rafael.

ADP participants enjoy current events, expressive arts, concerts, trivia, word games and exercise as well as healthy snacks and lunch. Services include intake screening and assessment; development of an individual care plan; and assistance with toileting, ambulating, transferring and eating. While the ADP is in session, family caregivers get time “off” from the requirements of 24-hour caregiving and can take advantage of information and referrals from the resource center and share resources at the free monthly caregiver support group. SA conducts educational workshops, brain fitness events and memory screenings, all provided at no cost to the community.

The SA Excursion Clubs offers folks with memory loss a chance to go out into the community and enjoy the cultural and historical environment of the Bay Area. The Excursion Clubs are designed for older adults with early stage memory loss and are a “soft” entry into a supervised day program. Excursion Clubs are more appealing to individuals in the earlier stages of dementia because they prefer to be out in the community with peers. Excursions offer an opportunity to bond with new friends and families. Because excursion destinations are well-known, popular attractions, the Club is perceived as more inviting to families unfamiliar with dementia care options. Families perceive there are fewer stigmas with an excursion program. Family and potential Club Members are often eager to try out the Excursion Club while becoming familiar with the range of services available. The popularity of the Excursion Clubs has led our Program Team to envision developing Excursion Clubs that target the needs of diverse groups throughout our service areas. New strategies for the expansion of programs are currently under discussion for implementation in 2015.

Research studies indicate that ADPs reduce premature placement in skilled nursing facilities. In addition, the SA Caregiver Impact Survey demonstrated that 98% of respondents agreed that their quality of life and their loved one’s quality of life improved because of the SA program.

SA’s service area includes all of Marin County. In 2013-14, the SA Financial Assistance Fund subsidized 1,230 days of care and 6,150 hours of caregiver respite. The average \$32 award reduced the \$105 daily fee to \$73 per day for low-income members. Though the numbers vary, the Financial Assistance Fund supported an average of 103 days of care each month. In addition, SA held 12 Caregiver Support Groups, 5 aging workshops to non-English speaking and predominantly African American community groups, 10 memory screenings and 8 Brain Fitness Workshops.

6. Total Project Cost: *(Include all costs for this particular project regardless of source.)*

The projected cost of the 2015-2016 Financial Assistance Fund is \$54,460. **The amount reflects direct awards and does not reflect any administrative costs connected to administering and reporting on the funds.** Based on 2013-2014 Club statistics, 46% of all participants are low income; of this group of low-income participants, 31% are extremely low-income. All recipients of CDBG funds must qualify using the current HUD standards.

ANNUAL Budget for the Senior Access Financial Assistance Fund

<u>Planning Area</u>	<u>Low Income</u>	<u>Very Low Income</u>	<u>Extremely Low Income</u>	<u>Annual TOTAL</u>
Lower Ross	\$1,500	\$3,000	\$4,500	\$9,000
Novato	\$3,000	\$6,000	\$11,000	\$20,000
Richardson Bay	\$1,500	\$3,000	\$6,000	\$10,500
San Rafael	\$3,000	\$6,000	\$17,500	\$26,500
Upper Ross	\$1,500	\$3,000	\$4,500	\$9,000
West Marin	\$0	\$0	\$0	\$0
TOTAL	\$10,500	\$21,000	\$43,500	\$75,000

Note that the project budget will increase with the implementation of new programs. Breakdown among planning areas will adjust to reflect community response to the affirmative marketing strategies.

7. Project Budget for CDBG Funds:

Budget must include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor’s written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

The \$54,460 request for CDBG Funds comprises 73% of the projected \$75,000 budget of the 2015-16 Financial Assistance Fund. It is expected that \$4,549 of CDBG Funds will be used monthly, with \$2,793 supporting extremely low income, \$1,186 supporting very low income and \$560 supporting low income participants per month.

ANNUAL Budget for CDBG Funds

<u>Planning Area</u>	<u>Low Income</u>	<u>Very Low Income</u>	<u>Extremely Low Income</u>	<u>Annual TOTAL</u>
Lower Ross	\$960	\$1,640	\$3,660	\$6,260
Novato	\$1,920	\$4,080	\$8,200	\$14,200
Richardson Bay	\$960	\$1,450	\$3,590	\$6,000
San Rafael	\$1,920	\$4,080	\$14,000	\$20,000
Upper Ross	\$960	\$2,980	\$4,060	\$8,000
West Marin	\$0	\$0	\$0	\$0
TOTAL	\$6,720	\$14,230	\$33,510	\$54,460

Note that the annual need for financial assistance may increase with the implementation of new programs. Breakdown among planning areas will adjust to reflect community response to the affirmative marketing strategies.

8. Other Sources of Funds for this Project: *Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Alzheimer’s Foundation of America (AFA)	Respite	\$5,000	5/2014	Yes	7/2014	Now
The Dr. Marjorie Belknap Fund *	Financial Assistance	\$20,000	9/2014	Yes	As of 11/2014	TBD by SA Board Financial Assistance committee
Family Caregiver Alliance	Respite	\$1,000	10/2204	Yes	10/2014	Awarded by FCA

* The Dr. Marjorie Belknap Fund honors our past board president and community leader and is dedicated to financial assistance for families in need. SA and Dr. Belknap introduced this fund to the community in 2014 and have integrated fundraising for the Fund as part of a comprehensive development plan.

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

The Financial Assistance Committee manages and evaluates the funds. The Financial Assistance Committee is comprised of the Executive, Program and Finance Directors and the Finance Committee of the Board of Directors. The Committee determines annual financial award amounts and distribution limits per client; tracks the balance of the Fund throughout the fiscal year; and is responsible for maintaining Financial Assistance Fund policies and procedures. The Program Director is responsible for determining eligibility for assistance via financial documents provided by families, administering the financial assistance funds and conducts annual financial evaluations for all financial assistance recipients. The Finance Director retains all confidential financial documents. The Executive Director and Board of Directors are responsible for securing funds for the program.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800
7	109,900
8	117,000

The Financial Assistance Fund benefits low-income adults with Alzheimer’s disease, dementia or other chronic health conditions who are dependent on a family member, friend or conservator for their care. One-hundred percent of project beneficiaries have incomes below the CDBG Low-Income limits. In 2013-14, 78% of recipients were Extremely Low income; 11% were Very Low income; and 11% were Low income. The average age of financial assistance recipients was 86 years-old; 75% were female; 25% were male. Of the 2013-2014 financial assistance recipients: 46% lived in San Rafael; 18% lived in Novato; 18% lived in Upper Ross Valley, 11% in Lower Ross Valley, and 7% in Richardson Bay Area. New programming may change these ratios as we reach out to folks who are less likely to come to our center.

Financial Assistance eligibility is determined for clients whose previous year’s IRS Tax Form 1040 demonstrates their household income falls below HUD’s Standard income limits. For those who do not file tax forms, bank statements are acceptable. In July 2014, SA introduced a standard award of \$20/session for new awardees. More than 50% of current awardees are grandfathered in at their existing rate, with an award ranging from \$25 - \$45 per day.

The Financial Assistance Fund fulfills the needs of the Marin community of older adults living with dementia by providing more than 6,000 hours of care and caregiver respite annually. “Informal” or “family” caregiving is the backbone of our long-term care strategy. “Family caregivers carry out difficult, demanding and socially useful roles, with minimal training and little preparation. They are less likely to have jobs and they and their families often experience high out-of-pocket costs. . . . Undervaluing of caregivers impacts negatively on the quality of care.” (Alzheimer’s Disease International, “World Alzheimer’s Report 2013”, p 7)

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

Marin’s growing aging population is well documented in the Marin County Health and Human Services *Area Agency on Aging Planning 2012-2016*. Marin’s older adult population accounts for more than a quarter of the total

population, totaling 65,591 people. **The largest proportional increase is in persons age 85+, of whom nearly 50% live with dementia.**

Alzheimer's disease (AD) and dementia are dreaded diseases associated with aging, engendering fear and anxiety, resulting in prejudice, discrimination and social stigmatization of the person diagnosed and those caring for him/her. AD and dementia bring a progressive loss of the ability to function socially in normatively acceptable ways. The loss of initiative renders people with dementia unable to reach out; fear causes friends and colleagues to withdraw. Withdrawal from established networks results in isolation, depression, anxiety, and premature institutionalization. For those affected, everyday tasks and activities become arduous or impossible. Persons with dementia need a safe haven where they can connect with others and participate in cognitively appropriate activities.

Research suggests that socialization may positively influence cognition, general functioning and overall quality of life. Socialization plays an important role in the management of dementia. (Ruthirakuhan, M, et al, "Use of Physical and Intellectual Activities and Socialization in the Management of Cognitive Decline of Aging and in Dementia: A Review," *Journal of Aging Research*, Volume 2012 (2012), Article ID 384875, <http://dx.doi.org/10.1155/2012/384875>.)

There is no cure for dementia. Today, quality care and caregiver respite are the best solutions we can offer. Non-pharmacologic interventions are an essential part of any management plan, especially for geriatric populations in whom the harmful effects of polypharmacy are a major concern. (Ruthirakuhan, M, et al, "Use of Physical and Intellectual Activities and Socialization in the Management of Cognitive Decline of Aging and in Dementia: A Review," *Journal of Aging Research*, Volume 2012 (2012), Article ID 384875, <http://dx.doi.org/10.1155/2012/384875>.) Senior Access is the only care program of its kind in Marin, meeting critical needs of Marin's population of caregivers and older adults with dementia who would otherwise have few options for respite and care.

The SA Financial Assistance Fund helps low-income families access quality services, serving a population that is increasingly marginalized and underserved, families who are struggling with the challenges of both limited income and a demanding progressive disease. In the last fiscal year, the CDBG funds were exhausted by December 2013.

Due to the high cost of assisted living and skilled nursing facilities, SA Financial Assistance Fund often provides the only affordable care option for low-income older adults with dementia in its service areas. Almost half of our family caregivers **get no other respite than the time their loved one spends at SA.** Some families must limit the days of care they receive at SA for financial reasons. SA is adjusting to the increased needs of families by intensifying fundraising efforts for financial assistance and respite funds.

The Marin County Division of Aging and Adult Services recognizes the lack of long-term care options for residents whose income falls below HUD's low-income criteria and in its 2006 report cautioned that other than Senior Access, "the only [other] option for these [low-income] individuals may be placement in another county outside of the Bay Area region." Sadly, this is still true in 2014. SA's local, affordable day-time care option is crucial for low income caregivers, whose respite needs are particularly acute because daytime hours are required to maintain employment or care for other family members.

Stigma is a significant factor for the person with dementia and his/her caregiver. In early stages, people with dementia may be embarrassed by their forgetfulness; during later stages, their behavior (poor self-control, incontinence, disheveled appearance) may suggest neglect. People with dementia may attempt to avoid social interactions and in doing so, isolate their family members as well.

According to the Alzheimer's Disease International, World Alzheimer's Report 2012, "Despite the efforts launched against other forms of stigmatization, ageism continues to represent the most socially condoned and institutionalized form of prejudice in the world today." (Nelson, Todd D (ed). Ageism: Stereotyping and Prejudice

The goals are to reach people with dementia so that they can engage, participate and maintain dignity wherever they live and provide critical support and respite for caregivers.

C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

In an effort to analyze which groups are less likely to access Senior Access services, we compared our member demographics (FY 13-14) to Marin County's:

Group	Marin County	Senior Access (FY 13-14)
African American	2.8%	1%
Asian	6.0%	5%
Caucasian	86.2%	90%
Hispanic/Latino	15.7%	2%
Native American	1.1%	2%

It is clear that African Americans, Asians and Latinos are under-represented in our membership. These groups of people are less likely to join a group that has not already been vetted by their community and religious leaders.

Unfortunately, the dream of “if you build it, they will come” is illusion. It doesn't matter how great your program may be, if you aren't integrated into a community at every level, the program is doomed to failure. This takes time, care, commitment, and will.

Senior Access has been working toward integrating into these communities for several years by meeting with community leaders, offering “pop-up” art and educational workshops, exhibiting artwork in community centers and buildings, broadening the diversity of our advisory council, and expanding programs in ways that will reach out to these groups of people.

SA is making progress in our efforts to reach out and become a resource to diverse communities. This year, SA offered free workshops focused on aging and aging with memory loss at Marguerite C. Johnson Senior Center and in multiple languages at senior centers and clubs in San Rafael and Novato. We are working on bringing our popular Brain Fitness workshops to new communities by training multi-lingual workshop leaders. These workshops will bring SA to a broader range of underserved groups of older adults.

SA is exploring new opportunities through the popular Excursion Clubs. Excursions are experienced as a more “appealing” program by both members and caregivers, serving to integrate people with dementia into the community experience. We have been tethered to our center in San Rafael by licensing restrictions. We are working with our State licensing agency to assure compliance with our Adult Day Care license while expanding services throughout the county. Allowing SA to meet members in their own communities is much more welcoming and comfortable for everyone.

Current and future approaches to broadening our member base are:

PROGRAM:

- Offering the Latino community increased access to care via a bi-lingual Program Director and Program Assistants (on-going);

- The 2015 Arts Initiative is recruiting caregivers and artists to train in our internationally recognized art education program using an “art as communication” technique. SA will target recruitment efforts toward family and professional caregivers from each service area (planned for 2015);
- “Pop-up” art projects have proven to be a great way to reach out to new communities of folks who would otherwise not use SA services. Throughout the year, SA will be offering “pop-up” art workshops for older adults at their own senior centers and clubs (occurred in 2014 and planned for 2015);
- SA staff and leadership are actively seeking more funds to support the implementation of new program strategies to increase the participation of people of color and for non-English speakers. Transportation, location and cost limit people’s ability to participate in a quality daytime club that provides both personal assistance (toileting, ambulating, feeding) and innovative programming for folks with memory loss. A new approach to the Excursion Clubs could remove transportation and location barriers. We are working with our State licensing agency to meet members in the community, outside of our center, but still use the umbrella of our license to care for folks with dementia. The program will require more financial assistance and support from the community (planned for 2015); and
- SA will engage in surveys and one-on-one meetings with community leaders to ascertain the need in each community and solicit ideas for solutions to the barriers that keep people from accessing our services (planned for 2015).

COMMUNITY EDUCATION

- In 2014, SA developed a multi-lingual outreach educational workshop with 3 sister agencies. We offered five workshops on Aging and Aging with Memory Loss to the African American community and to non-English speaking community groups in Marin City, Novato and San Rafael. These free workshops go a long way in strengthening our reputation and vetting our staff and services (occurred in 2014 and planned for 2015);
- In response to the extremely popular Brain Fitness workshops, SA has convened a group of community leaders from the African American and non-English speaking communities to train workshop leaders. Brain Fitness workshops are a non-threatening, fun way to socialize and identify community members in need of support for memory loss (in progress);
- Another popular community service is the highly regarded Memory Screening. In partnership with the Alzheimer’s Foundation of America, Senior Access offered more than 60 hours of free memory screenings at senior centers. We are actively seeking health and geriatric professionals to conduct culturally appropriate screenings in English, Spanish, Russian and Vietnamese (in progress);
- The goal of the Brain Fitness and Memory Screening workshops is to conduct workshops in each service area. These workshops will strengthen the SA “brand” and direct people in need of day services to SA; and
- SA offers a free Caregiver Support Program monthly. It is a safe place for caregivers to share information and personal experiences.

SENIOR ACCESS AND THE LGBT COMMUNITY

- Having participated in cultural competency training with Spectrum LGBT Center, SA worked closely with Spectrum to develop welcoming language as part of our information and enrollment packets and in-house signage. Program and administrative staff receive training in LGBT sensitivity (trainings occur annually).

ADVISORY COUNCIL:

- The SA Advisory Council provides critical thought leadership on dementia in the county and has expanded and broadened its membership to include leadership and representation from the African American, Latino and Vietnamese and LGBT communities. This places these leaders directly in contact with the elected officials, key government employees and non- and for- profit agencies who are on the Council (see attached list of Advisory Council members), expanding the reach of their leadership role

and lending them a greater voice in policies and planning in the dementia community (the Advisory Council meets annually).

SENIOR ACCESS BOARD OF DIRECTORS

- The SA Board of Directors is engaged in strategic planning, focusing on remaining financially stable and growing the SA brand over the next 3 - 5 years. One of the identified goals is to expand the board to include a more diverse group of members, including African American and multi lingual members who represent non-English speaking people from every service area, in addition to caregivers and people living with memory loss. The new board members will have a direct effect on the communities we are trying to reach (planned for 2015).

SENIOR ACCESS AND THE COMMUNITY

- Being a good community partner – partnering with Marin County’s Division of Aging and Adult Services, for-profit agencies and nonprofit organizations for community education and awareness (on-going);
- SA is the prime mover in a program that trains first responders (EMTs, paramedics and firefighters) to quickly assess an emerging crisis in the home of older adults and give them a method of direct intervention. SA has applied for a Community Benefit Service Grant from the county to expand this program. It will affect older adults in every service area and connect older adults in need with community services (began in 2014 with the San Rafael Fire Department; in planning for expansion during 2015); and
- SA staff field hundreds of calls and visits every year, referring people to appropriate community resources.

If this project involves housing, how will it affirmatively further fair housing?

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

All of our participants live with physical and cognitive disabilities: dementia and chronic health conditions. Many members require personal assistance with activities of daily living (ambulating, toileting and eating). All members require supervision.

SA facilities are specifically furnished to accommodate the needs of our population and staff are trained in dementia care. Licensed by the California Department of Social Services, SA programs and facilities are ADA compliant. Excursion clubs contract with Whistlestop para-transit services to provide wheelchair accessible vehicles and drivers who are trained in transporting people with disabilities and memory loss.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate “green building” principles?*

- For further information, please call Roy Bateman (473-6698). It’s ok to call with any questions at any time.
- The current year’s application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
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- Don't forget to fill out the Organization Profile form.
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Remember that we don't accept e-mailed or faxed applications.

k:\cycle\2015 cycle\applications fy15\2015-16 edbg application form.doc

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Senior Access

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	44%
Low income people	3%
People above the low income limits	53%

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<i>Ethnic/Racial Demographics</i>						
Asian-American/Pacific Islander	5%	0%	0%	6%	0%	4%
African-American/Black	1%	4%	0%	6%	0%	9%
Caucasian/White	90%	88%	75%	69%	100%	82%
Native American	2%	0%	0%	0%	0%	0%
Mixed Heritage	2%	8%	25%	19%	0%	5%
Unknown/other	0%	0%	0%	0%	0%	0%
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Latino/Hispanic Origin</i>						
Of Latino/ Hispanic Origin	4%	12%	50%	19%	0%	5%
NOT of Latino/ Hispanic Origin	96%	88%	50%	81%	100%	95%
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Age</i>						
0-5 years old	0%	0%	0%	0%	0%	0%
6-17	0%	0%	0%	0%	0%	0%
18-24	0%	0%	0%	33%	0%	0%
25-59	1%	1%	50%	47%	60%	56%
60 +	99%	99%	50%	20%	40%	44%
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Gender</i>						
Female	66%	75%	75%	75%	40%	72%
Male	34%	25%	25%	25%	60%	28%
Total %	100%	100%	100%	100%	100%	100%
Disabled %	100%	100%	0%	94%	0%	6%

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board: Club members all live significant	60% of board members are also caregivers

Organization Profile – 2015-16 Data Collection Pilot

cognitive decline and are not able to participate as leadership volunteers; caregivers are represented on the governing board	
On Advisory Committee:	9% are or have been clients of Senior Access

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	38,750	62,050
2	44,300	70,900
3	49,850	79,750
4	55,350	88,600
5	59,800	95,700
6	64,250	102,800

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2015-16**

RS-10

1. **Project Name:** **Wise Choices for Girls** 2. **Total Amount Requested:** **\$20,000**

3. **Project Sponsor:**
Marin City Community Services District
630 Drake Avenue
Marin City, CA 94965

Non-housing proposals must specify the amount requested from each planning area.

Contact Person:
Alexis Wise

Title: Founder/Director

Mailing Address:
Marin City Community Services District
630 Drake Avenue
Marin City, CA 94965

Telephone: 415-410-6715 **Ext.N/A**
Fax: 415-332-9225
E-mail:lwisem@aol.com

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$3,000
Richardson Bay Planning Area	\$16,000
San Rafael Planning Area	\$1,000
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

The Hannah Gallery, Gateway Shopping Center
170 Donahue Street
Marin City, CA 94965

5. Project Description:

Wise Choices for Girls is a Marin County girls group. We serve at risk low income youth from the ages of 12-18. Our goal is to inspire girls to strive for academic excellence by developing good daily study habits, we develop social and cultural competence and we serve our communities. We develop leaders through training, and collaboration with existing programs in the Marin County area, such as: Marin City Recreation Center, Marin City Community Services District, Hanna project, Youth Leadership Institute, Bridge the Gap, Performing Stars, Woman's Commission Teen Girls Conference, which Wise Girls has served for 3 years, and continues to serve as ambassadors. Wise Girls are members of Marin County Youth Commission for past 2 years, and continue to serve.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)\$20,000

7. **Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Wise girls will utilize the CDBG funds on; **Equipment** laptops \$500 each total, \$6,500.00 This will eliminate disparities in the digital age, and keep them current with ever changing technology as it regards to research, and academic enrichment in the pursuit of higher learning. **Uniforms** -T-shirts, aprons, Jackets. \$2,500 **Nutrition** - \$4,000 **Transportation**- Gas, bridge toll, travel expenses. \$4,000 **Program supplies**- Flyers, brochures, event items, table cloths, napkins, utensils, juicers, serving tools, decorations, pencils/pens, notebooks, paper clips, printer, printer ink, printer paper, lap top, projector.\$3,000.

8. **Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Jack Kystal	General Funds	\$1,000	04/2014	Projected 2015	04/2014	Projected 2015
Ray Menester Marin County Supervisor	Training General Funds	\$1,000 \$1,000	02/2014 2014	Yes	02/2014 06/2014	02/2014 09/2014
Fund Raiser	General Funds	\$1,700	N/A	N/A	N/A	03/2014
Dr. Valerie Pitts	General Funds	\$ 100	N/A	N/A	N/A	03/2014

9. **Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Alexis Wise, Project Founder will oversee and is responsible for this project. It will be implemented by offering nutritional meals. We offer demonstrations on preparing healthy meals. We sponsor speaker series involving professional women that share their experiences on how to be successful. We have training courses on manners and etiquette, and leadership skills. We will implement self-esteem/self-confidence courses, and we expose them to the world outside of Marin City. Classes will be offered for leadership training. The older teenage girls will also work with the younger girls as role models. Training sessions will be taught after school held at the Hannah Gallery and the Marin City Services District Teens facility. Wise Girls meet 2 to 3 times per week, and some weekends, for 3 hours beginning with critical dialogue. Wise Girls We also collaborate with existing programs throughout Marin County, such as: Marin City Recreation Center, 10,000 Degrees, Women's Commission Marin Teen Girls Conference, Hanna Project, Bridge the Gap, Youth Leadership Institute.

10. **Need for the Project:**

There is an extreme need for this project. At risk girls, often come from dysfunctional/and or disadvantage lifestyles. Through positive, productive interaction with mentoring programs, tutoring programs, health programs, nutritional information and general assistance, we guide these girls to make 'Wise Choices' in their everyday lives.

A. **Need Group**

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

12-20 disadvantaged, underserved/low income girls ages 12-18 of Marin County will benefit from this project. The income level of these girls families are well below \$30,000 per year, with household sizes more than 3-4 per household, some far below this level. The majority of these girls live in Marin City; however we are also serving low income areas of Mill Valley, Novato, and the Canal areas. We document eligibility by having parents complete a registration form including their income. There are girls that could be reached with additional funding.

Household Size	Income Limit
1	\$62,050
2	70,900
3	79,750
4	88,600
5	95,700
6	102,800
7	109,900
8	117,000

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

It is documented that girls are most vulnerable, starting at age 12-18. There is a need for mentoring these at risk/high risk girls to make wise choices. The need is prevalent due to the circumstances surrounding their everyday struggles. Wise Choices offers these girls a safe place to share and overcome the emotional disparities due to economic/social hardships. Wise girls are encouraged to join academic tutoring classes, leadership training, health workshops, and etiquette classes. Wise Choices ensures safe travels to/from each of these programs throughout Marin County. Yes, it will assist the needy and or underserved.

C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

*Our Affirmative Marketing Strategies target **all** girls from **all** backgrounds, primarily the girls we serve are African American, however; we include Caucasian, Hispanic, Asian, Indian, and Middle Eastern youth. We realize it is difficult to bridge the gap between different cultural, social economic groups. At Wise Choices for Girls we bridge that gap, by providing a very safe and neutral zone for the girls to meet: The Gateway Shopping Mall in Marin City, CA. Hanna Gallery. Parents from each of these groups have visited and are very comfortable with the location. We include all 5 high school districts at Wise Choices for Girls. All girls and their families are comfortable with our overall structure of the program, including guest speaker series, drug and alcohol awareness, self-esteem building, health education/body awareness, career training, and sex trafficking awareness.*

If this project involves housing, how will it affirmatively further fair housing?N/A

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

D. Accessibility: What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?

Wise Choices for Girls do not discriminate. Our programs are offered to everyone/anyone who wants the opportunity. We encourage and welcome all girls to join with different cultural backgrounds, economic differences, and with physical/mental/learning disabilities.

E. Green Building: For new construction or rehabilitation, what will you do to incorporate "green building" principles?

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
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- **Applications sent by fax or e-mail will not be accepted.**

- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit: www.marincounty.org/cdbg; open the Newest Information Panel and scroll to the heading Application Information and Workshops.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 5, 2014, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2015-16 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Wise Choices for Girls

X My organization does not gather demographic data. ___ My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	90%
Low income people	10%
People above the low income limits	0%

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<i>Ethnic/Racial Demographics</i>						
Asian-American/Pacific Islander	2	2	0	0	0	0
African-American/Black	12	13	3	3	0	5
Caucasian/White	0	0	3	0	2	1
Native American	0	0	0	0	0	0
Mixed Heritage	3	3	0	0	0	0
Unknown/other	0	0	0	0	0	0
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Latino/Hispanic Origin</i>						
Of Latino/ Hispanic Origin	3	3	1	0	0	0
NOT of Latino/ Hispanic Origin						
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Age</i>						
0-5 years old						
6-17	18	18	0	0	0	0
18-24	2	2	0	0	0	0
25-59						
60 +						
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Gender</i>						
Female	20	20	0	0	0	5
Male	0	0	2	0	0	2
Total %	100%	100%	100%	100%	100%	100%
<i>Disabled %</i>						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	0
On Advisory Committee	2

Organization Profile – 2015-16 Data Collection Pilot

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	38,750	62,050
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