



2018-19

**Community Development
Block Grant (CDBG)**

**County Other
Funding Applications**



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial	✓	HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			Bolinas

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2013	2012	2011
Grant Amount	\$21,670	\$9,513	\$232,000
Amount Expended	\$21,670	\$9,513	\$232,000

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$36,200.00
PROGRAM/PROJECT NAME	General Repair and Maintenance of Affordable Housing Units
ORGANIZATION/AGENCY NAME	Bolinas Community Land Trust
MAILING ADDRESS	PO BOX 805 Bolinas, Ca. 94924
PROJECT SITE ADDRESS	6 Wharf Rd. Bolinas / 20 Wharf Rd. Bolinas
CONTACT PERSON & PHONE NUMBER	Evan Wilhelm (415)868-8880
E-MAIL ADDRESS	ewilhelm@bolinaslandtrust.org
WEBSITE	www.bolinaslandtrust.org
ORGANIZATION DUNS#	68-0007197

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

The scope of work for this project will be for general repair and maintenance of our two properties. The general repairs will include; Painting of two SRO units, and one family unit, re-carpeting communal use areas at the 20 Wharf building, and 6 Wharf SRO units as well as a family unit at 6 Wharf. Repairs will also include the rebuilding of a fence at 20 Wharf, replacement of a window and kitchen lighting in the SRO units at 6 Wharf, new lighting and kitchen appliances for 20 Wharf and power washing and painting the exterior of both properties.

Painting/power washing - \$14,000
 Re-carpeting - \$10,000
 Fence - \$7,500
 Lighting - \$1,000
 Appliances - \$700
 Widow - \$3,000

These improvements will benefit the community because it enhances the living conditions for our tenants and the appearance of both properties for the community in which they exist.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

The BCLT's mission is to supply fair affordable housing opportunities in Bolinas, keeping our properties current, clean and in good condition makes our organization a more functional living environment for our current tenants and all future tenants.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

This project specifically will not be marketed, as it is for repairs and maintenance, but the renovations are for the betterment of the properties which are advertised using our affirmative marketing plan.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	
Very Low-Income	
Extremely Low	22

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian	1	
Black or African American		
Native Hawaiian or other Pacific Islander		
White	16	3
American Indian <i>and</i> White		
Asian <i>and</i> White	1	
Black <i>and</i> White	1	
American Indian <i>and</i> Black		
Multi-Racial		
TOTAL	100%	
Female-Headed Households (out of above total)	2	

PROJECT MANAGEMENT & FINANCIAL DATA

11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:

2006-2007 for the rehabilitation of 20 Wharf Rd. (The Gibson House)	\$10,681.71
2008-2009 for the rehabilitation of 20 Wharf Rd. (The Gibson House)	\$17,183.00
2009-2010 for the rehabilitation of 20 Wharf Rd. (The Gibson House)	\$19,033.00
2011 for the roof at 6 Wharf Rd.	\$23,200
2012 for storage units at 20 Wharf Rd.	\$9,513
2013 for 6 Wharf housing and capital projects	\$21,670

yes, all goals were met for each of these projects.

12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:

There are no remaining funds from past projects.

13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?

Our current staff does not have experience administering federal grant programs, however, our staff will do all that is necessary to become educated including seeking out help from advisors and consultants and we understand that any construction project over \$2,000 requires compliance with Davis-Bacon prevailing wage requirements.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

Our Managing Director Evan Wilhelm will be managing this project. She has been the Property Manager for the last three years and has managed other similar projects. She will be hiring contractors to do the work.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
	Design/ A/E	\$	
	(Construction items/materials)	\$	
CBDG	General renovations	\$ 22,200	June-September 2018
CBDG	Painting	\$ 14,000	July 2018
	Permit fees	\$	
	Contingency	\$	
TOTAL	CBDG	TOTAL	\$ \$36,200

16. For HOME projects: Please describe how you will meet the 25% match requirement?

If we are awarded HOME funds then the BCLT will be matching though our reserve funds.

17. For HOME Projects are you a CHDO?

We are currently applying to be a CHDO, the BCLT was a CHDO in the past.

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (*The general tasks for a construction project are provided below; please add tasks as needed*)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	June 2018
Complete planning & environmental review	N/A
Release bid package	N/A
Select contractor	June - September 2018
Finalize contract	June - September 2018
Obtain building permits	N/A
Start construction	July 2018
Complete Construction	Oct. 2018

19. Please sign and date your application below:

Evan Wilhelm / Managing Director

Signature/Title

11/20/17

Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services	✓	HOME Housing Construction/Acquisition	✓
CDBG Housing Construction/Acquisition	✓	HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial		HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			XXX

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2013	2012	2011
Grant Amount	\$21,670	\$9513	\$23,200
Amount Expended	\$21,670	\$9513	\$23,200

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$155,000
PROGRAM/PROJECT NAME	Aspen Lots, Bolinas
ORGANIZATION/AGENCY NAME	Bolinas Community Land Trust
MAILING ADDRESS	PO Box 805, Bolinas CA 94924
PROJECT SITE ADDRESS	parcel 192-131-33, Aspen Rd, near Alder
CONTACT PERSON & PHONE NUMBER	Arianne Dar 415-713-4519
E-MAIL ADDRESS	ariannezd@gmail.com
WEBSITE	bolinaslandtrust.org
ORGANIZATION DUNS#	68-0007197

5. **Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.**

The Bolinas Community Land Trust is currently in contract to purchase a water meter which we would like to use in conjunction with this lot to build affordable housing. In Bolinas one cannot build without a water meter and a buildable lot of at least 100' x100'. This lot is 100' x200' and easily big enough. The lot is also level and located away from any swale or wetland feature. It has been deemed excellent for development by the district manager of the Bolinas Public Utility District. The acquisition of this would allow us to create up to 4 units of housing for low income residents. The lots are zoned for single family residences but it would be possible to build both a main house and a second unit. Each of these homes could be configured to have an extra bedroom which might then be used as a room rental, which is how we claim "4" units. Thus Technically speaking, two would be room rentals.

6. **HUD National Objective to be served (check at least one):**

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. **How will this project Affirmatively Further Fair Housing?**

The expressed purpose of this project is to create affirmatively fair housing. It is the mission of the BCLT to create and sustain affordable housing for all people in Bolinas and as such we strive to make housing available to anyone wishing to live here. We have a history of affirmatively marketing fair housing and continually update our fair marketing plan.

8. **Describe how this project will conduct affirmative marketing to members of the Protected Classes?**

Bolinas is a small community in which few marketing resources available, however the BCLT strives to use as many channels as possible to reach the broadest range of people who wish to live here. Once housing is build on these lots it will be advertised in local papers in west Marin and in Marin generally and in English and Spanish. Notices will be sent to churches and school and posted around the West Marin Community public bill boards. We will also market through our Facebook and Instagram accounts and on our website. We will hold informational gatherings in both English and Spanish and will have clearly designed and stated ways of determining fairly how the housing will be awarded.2

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	4- this is flexible and may change
Very Low-Income	4-this is felxible and may change
Extremely Low	3-this is flexible and may change

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native	TBD	
Asian	TBD	
Black or African American	TBD	
Native Hawaiian or other Pacific Islander	TBD	
White	TBD	
American Indian <i>and</i> White	TBD	
Asian <i>and</i> White	TBD	
Black <i>and</i> White	TBD	
American Indian <i>and</i> Black	TBD	
Multi-Racial	TBD	
TOTAL	100%	
Female-Headed Households (out of above total)		

PROJECT MANAGEMENT & FINANCIAL DATA

11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:

The BCLT has been very successful in the projects it has been funded for in the past. We have two extremely low housing developments, the Gibson House housing 9 residents, and the "Garage" housing 11. We also offer 3 below market commercial spaces to low income residents. These projects were built in part by CDBG/HOME funds and have been successfully maintained for over 11 years in the case of the "Garage" and over 17 in the case of the Gibson House. The grants we have received since both projects have been complete have all been used for ungrades, and critical maintenance. We now feel ready to undertake a 3rd and possibly 4th project.

12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:

There are no fund balances.

13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?

Our current staff does not have direct experience administering federal grants however our executive director is familiar with the Davis-Bacon prevailing wage requirements from her 12 years as President of the Board of the Bolinas Stinson School Unified District. We will do all that is necessary to educate ourselves including seeking advice from advisors and consultants. We understand that all projects over \$2000 require complinace with the Davis-Bacon prevailing wage requirements.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

The purchase of this lot will be undertaken by the executive director with authorization of the board of directors. Any construction on the lots will also be overseen by the executive director in concert with architects, engineers, county staff and other consultants. Our executive director has extensive building experience in Bolinas as well as commercial experience with a 7 million dollar commercial development in Oakland. All studies, surveys, engineering and construction will be completed to state and county specifications.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
	Design/ A/E	\$	
	(Construction items/materials)	\$	
CDBG	Purchase	\$ 155,000	6/15/2018
		\$	
	Permit fees	\$	
	Contingency	\$	
TOTAL	TOTAL	\$	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

If we were to be awarded home funds for this purchase we believe we would easily be able raise the 25% match, 38,750 from our community and possibly with assistance from the Marin Community Foundation as well.

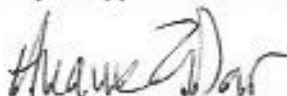
17. For HOME Projects are you a CHDO?

We were conceived as a CHDO but with changing administration we have not kept up t

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

Task	Date of Completion
Define scope of work/finish design	
Complete planning & environmental review	
Release bid package	
Select contractor	
Finalize contract	
Obtain building permits	
Start construction	
Complete Construction	

19. Please sign and date your application below:

arianne z. dar  11/20/17
 Signature/Title Executive Director Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services	✓	HOME Housing Construction/Acquisition	✓
CDBG Housing Construction/Acquisition	✓	HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial		HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			XXX

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2013	2012	2011
Grant Amount	\$21,670	\$9513	\$23,200
Amount Expended	\$21,670	\$9513	\$23,200

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$83,000
PROGRAM/PROJECT NAME	Soft Costs for Building Preparation
ORGANIZATION/AGENCY NAME	Bolinas Community Land Trust
MAILING ADDRESS	PO Box 805, Bolinas CA 94924
PROJECT SITE ADDRESS	parcel 192-131-33, Aspen Rd, near Alder
CONTACT PERSON & PHONE NUMBER	Arianne Dar 415-713-4519
E-MAIL ADDRESS	ariannezd@gmail.com
WEBSITE	bolinaslandtrust.org
ORGANIZATION DUNS#	68-0007197

5. **Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.**

The Bolinas Community Land Trust is in contract for vacant land and a water meter to use in order to develop it. We are requesting the funds for the soft costs of moving forward in this development: land survey \$5000, biological survey \$10,000, geotechic report \$2500, historic/archeological report \$2500, septic design \$28000, clearing \$10,000 and preliminary drawings \$25,000.

We will be able to build two houses at this location, a main house and a second unit. Within these houses we will be able to permit enough bedrooms to be able to create two additional room rentals, thus yielding 4 units of affordable housing.

6. **HUD National Objective to be served (check at least one):**

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or ellmination of slums or blight.</i>

7. **How will this project Affirmatively Further Fair Housing?**

The expressed purpose of this project is to create affirmatively fair housing. It is the mission of the BCLT to create and sustain affordable housing for all people in Bolinas and as such we strive to make housing available to anyone wishing to live here. We have a history of affirmatively marketing fair housing and continually update our fair marketing plan.

8. **Describe how this project will conduct affirmative marketing to members of the Protected Classes?**

Bolinas is a small community in which few marketing resources available, however the BCLT strives to use as many channels as possible to reach the broadest range of people who wish to live here. Once housing is build on these lots it will be advertised in local papers in west Marin and in Marin generally and in English and Spanish. Notices will be sent to churches and school and posted around the West Marin Community public bill boards. We will also market through our Facebook and Instagram accounts and on our website. We will hold informational gatherings in both English and Spanish and will have clearly designed and stated ways of determining fairly how the housing will be awarded.2

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	4- this is flexible and may change
Very Low-Income	4-this is felxible and may change
Extremely Low	3-this is flexible and may change

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native	TBD	
Asian	TBD	
Black or African American	TBD	
Native Hawaiian or other Pacific Islander	TBD	
White	TBD	
American Indian <i>and</i> White	TBD	
Asian <i>and</i> White	TBD	
Black <i>and</i> White	TBD	
American Indian <i>and</i> Black	TBD	
Multi-Racial	TBD	
TOTAL	100%	
Female-Headed Households (out of above total)		

PROJECT MANAGEMENT & FINANCIAL DATA

11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:

The BCLT has been very successful in the projects it has been funded for in the past. We have two extremely low housing developments, the Gibson House housing 9 residents, and the "Garage" housing 11. We also offer 3 below market commercial spaces to low income residents. These projects were built in part by CDBG/HOME funds and have been successfully maintained for over 11 years in the case of the "Garage" and over 17 in the case of the Gibson House. The grants we have received since both projects have been complete have all been used for ungrades, and critical maintenance. We now feel ready to undertake a 3rd and possibly 4th project.

12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:

There are no fund balances.

13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?

Our current staff does not have direct experience administering federal grants however our executive director is familiar with the Davis-Bacon prevailing wage requirements from her 12 years as President of the Board of the Bolinas Stinson School Unified District. We will do all that is necessary to educate ourselves including seeking advice from advisors and consultants. We understand that all projects over \$2000 require compliance with the Davis-Bacon prevailing wage requirements.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

The oversight of these studies and of preliminary planning will be carried out by the executive director in concert county staff, planning consultants and licensed contractors. Our executive director has extensive building experience in Bolinas as well as commercial experience with a 7 million dollar commercial development in Oakland. All studies, surveys, engineering and construction will be completed to state and county specifications.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
	Design/ A/E	\$	
	(Construction items/materials)	\$	
CDBG	pre-planning requirements	\$ 83,000	6/15/2018
		\$	
	Permit fees	\$	
	Contingency	\$	
TOTAL	TOTAL	\$	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

If we were to be awarded home funds for this purchase we would hope to be able raise the 25% match, \$20,750 from the Marin Community Foundation.

17. For HOME Projects are you a CHDO?

We were conceived as a CHDO but with changing administration we have not kept up t

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	By July of 2018
Complete planning & environmental review	By October of 2018
Release bid package	January 2019
Select contractor	February 2019
Finalize contract	
Obtain building permits	March 2019
Start construction	June 2018
Complete Construction	June 2019

19. Please sign and date your application below:

arienne z. dar  11/20/17

 Signature/Title *Executive Director* Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial	✓	HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			100%

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2017/2018 (CDBG)	2011 (HOME)	
Grant Amount	\$8,000	\$250,000	
Amount Expended	\$0	\$250,000	

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$16,500
PROGRAM/PROJECT NAME	Ocean Terrace Apts & Mesa Apts
ORGANIZATION/AGENCY NAME	CLAM
MAILING ADDRESS	PO 273
PROJECT SITE ADDRESS	21 Calle de Embarcadero, Stinson & 988 Mesa, Pt. R
CONTACT PERSON & PHONE NUMBER	Ruth Lopez 415-663-1005
E-MAIL ADDRESS	ruth@clam-ptreyes.org
WEBSITE	www.clam-ptreyes.org
ORGANIZATION DUNS#	966269065

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

CLAM will improve security and emergency escape routes for 23 low and very-low income residents at two apartment buildings by installing permanent mounted folding fire escape ladders. Both the Ocean Terrace Apartments in Stinson Beach and Mesa Apartments in Point Reyes Station are in need of functioning fire escape ladders. These buildings are out of fire safety code compliance without emergency egress ladders. CLAM intends to install permanent collapsible fire escape ladders, mounted to the outside of each apartment structure.

CLAM purchased the 8-unit Stinson Beach apartments in September of 2016. At the time of purchase, building inspections missed the fact that the existing fire escape ladders are not functioning. Later inspections have revealed that it is not feasible to make them operable and they should be replaced. CLAM purchased the 4-unit Mesa Apartments in downtown Point Reyes Station in 2011. Mesa apartments has never had a fire escape ladder and would be made a more secure apartment with the addition of one fire escape ladder.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

The current residents of Mesa Apartments who have moved in during CLAM's ownership are those deemed as least likely to apply, and joined CLAM's waiting list through our marketing efforts to those least likely to apply. The property provides homes for two low income seniors and two low income families with children.

The current residents of Stinson apartments include four households receiving section 8 assistance (two voucher holders and two project based vouchers), two households below 80% AMI, one household below 60% AMI and one household below 50% AMI. The acquisition prevented the displacement of 6 long-time residents, all of whom were low income. Today the apartments provide homes to the same six residents and additionally to two low income families with children.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

CLAM actively markets housing opportunities consistent with our affirmative marketing plan, which reaches out to Latino community networks, family resource centers, and senior service networks, in addition to information outlets connecting with the broader community.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	3
Very Low-Income	19
Extremely Low	1

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian		
Black or African American		
Native Hawaiian or other Pacific Islander		
White	14	
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial	9	9
TOTAL	100%	
Female-Headed Households (out of above total)	8	

PROJECT MANAGEMENT & FINANCIAL DATA

- 11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:**

CLAM was awarded \$8,000 in CBDG funds for 17-18 year for replacing old inefficient water heaters at Mesa Apartments with high energy efficient heat pump water heaters. Project was delayed due to delay of CBDG funds to the County. Project goals are currently underway and completion is anticipated in early December.

CLAM was also awarded \$250,000 in HOME funds to acquire the Mesa Apartments in 2011. Goals were met, with the preservation of affordable housing units.

- 12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:**

As soon as project is completed, CLAM will invoice for the \$8,000 CBDG funds awarded. Completion anticipated early December 2017.

- 13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?**

CLAM received a HOME award for \$250,000 for the acquisition of Mesa Apartments, and has successfully administered 2 HOME units at Mesa since notice of the award in 2011. In October 2016, CLAM was awarded two project based Section 8 vouchers for the Ocean Terrace apartments in Stinson Beach. We are familiar with Davis-Bacon requirements.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

CLAM's property manager, Ruth Lopez, will supervise and manage the acquisition and installation of the fire escape ladders.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
	Design/ A/E	\$	
CDBG (not committed)	(Construction items/materials)	\$ 16,500	
		\$	
		\$	
	Permit fees	\$	
CLAM	Contingency	\$ 2,000	
TOTAL	TOTAL	\$ 18,500	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

n/a

17. For HOME Projects are you a CHDO?

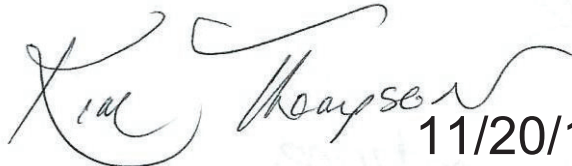
n/a

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. *(The general tasks for a construction project are provided below; please add tasks as needed)*

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	
Complete planning & environmental review	n/a
Release bid package	
Select contractor	
Finalize contract	
Obtain building permits	
Start construction	
Complete Construction	

19. Please sign and date your application by

Kimberly Thompson
Signature/Title

 11/20/17
Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
3501 Civic Center Drive #308
San Rafael, CA 94903
Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition	✓	HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial		HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			Fairfax

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	FY2017/18	FY2016/17	FY2015/16
Grant Amount	\$75,350	\$50,250	\$47,000
Amount Expended	\$0	\$16,500	\$47,000

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$228,430
PROGRAM/PROJECT NAME	Comito House ADU Project
ORGANIZATION/AGENCY NAME	Lifehouse, Inc.
MAILING ADDRESS	899 Northgate Drive, Suite 500 San Rafael, CA 94903
PROJECT SITE ADDRESS	16 Porteous Avenue, Fairfax, CA
CONTACT PERSON & PHONE NUMBER	Viola Morris, 415-526-5308
E-MAIL ADDRESS	vmorris@lifehouseagency.org
WEBSITE	www.lifehouseagency.org
ORGANIZATION DUNS#	052947835

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

Lifehouse, Inc. currently owns and operates an Independent Living Skills training home in Fairfax, CA. This facility, which is a single family home, has an unused garage structure on the property which we propose converting into an affordable rental unit for a person(s) with developmental disabilities. The unit will be a 400 square foot one bedroom, one bathroom accessory dwelling unit. Given this project is a conversion of an existing structure, we will need to complete initial design, secure the planning permits, finalize the construction plans and obtain a building permit. Utility lines (sewer, water and electrical) will need to be installed, the interior built out and finishings completed.

This project is implementing the state-wide strategy to increase affordable housing through construction of accessory dwelling units. Affordable housing is a critical need and this project benefits the community by providing an affordable unit for our most at-risk neighbors.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

By program design, this new construction will serve individuals with developmental disabilities who are extremely low income. Living on limited incomes, people with developmental disabilities struggle to find appropriate housing. The lack of affordable housing in Marin only exacerbates this challenge. With the construction of the Comito Accessory Dwelling Unit, Lifehouse will be able to offer a new affordable rental housing unit which will allow a low-income person(s) with developmental disabilities to obtain housing.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

The resident(s) of this new unit will be referred by the Regional Center / State of California. The individual(s) eligible to live in this home will have a developmental disability. They typically are extremely low income receiving their income through SSI. The Regional Centers perform outreach activities to persons who may need regional center services.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	
Very Low-Income	
Extremely Low	1-2

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian		
Black or African American		
Native Hawaiian or other Pacific Islander		
White		
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial	100% (unknown at this time)	
TOTAL	100%	
Female-Headed Households (out of above total)		

PROJECT MANAGEMENT & FINANCIAL DATA

- 11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:**

Lifeshouse, Inc has been fortunate to have received multiple CDBG grant awards each year to assist with the rehabilitation of our various homes for low income people with developmental disabilities. With each project we undertake, it is our goal to improve the overall living environment for our residents by making our homes safe and accessible. Further, these projects benefit the county as a whole by providing a safe place to call home for our most vulnerable community members and enhancing our neighborhoods by keeping our homes well maintained.

We have successfully implemented a variety of projects including bathroom remodels which addressed accessibility issues, siding projects to address rot, fence replacements and flooring upgrades. All projects have been completed on time and within budget.

- 12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:**

FY17/18 Grants: Lifeshouse has not started the FY18 grants as we are awaiting fully-executed grant agreements prior to project commencement. The funds are for two projects - a deck repair at our San Anselmo House and a roof & siding project at our Comito House. The deck repair is slated to begin in December 2017; the roof & siding project will commence in early Spring.

FY16/17 Grants: Lifeshouse was awarded three contracts - Wilson House fence repair, Sunrise II bathroom remodel & a retaining wall project at the Laurel Place House. All projects are complete except for the Retaining Wall Replacement Project. This project is slated to commence late November 2017 with a 6 week project timeline.

- 13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?**

Viola Morris, Lifeshouse's Director of Finance, has administered federal grant programs throughout her career. She is acutely aware of the complexities of such funding and expertly ensures regulations are followed. While Lifeshouse's previous projects have qualified for Davis-Bacon prevailing wage exemptions, we are confident we will be able to comply with the requirements should Davis Bacon be triggered.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

Lifehouse, Inc. is the owner and developer of this project. The project will be managed by Lifehouse Director of Finance, Viola Morris, who has extensive experience overseeing housing projects. Anthony Street, the Lifehouse Facilities Coordinator, will assist Viola with project oversight and implementation. Mr. Street has a long track record of successfully executing projects, including CDBG funded projects.

The Comito ADU Project requires an accessory dwelling unit permit, possible design review approval and a building permit. Lifehouse will initiate the ADU application & permit process in early 2018 once the plans are finalized.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
CDBG - \$228,430	Design/ A/E	\$ 15,000	06/30/18
Lifehouse - \$20,000	(Construction items/materials)	\$ 195,000	upon award of CDBG
		\$	
		\$	
	Permit fees	\$ 6,025	6/30/18 / CDBG award
	Contingency	\$ 32,405	upon award of CDBG
TOTAL \$248,430	TOTAL	\$ 248,430	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

Not Applicable

17. For HOME Projects are you a CHDO?

N/A

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. *(The general tasks for a construction project are provided below; please add tasks as needed)*

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	07/01/2018
Complete planning & environmental review	8/31/2018
Release bid package	09/15/2018
Select contractor	11/01/2018
Finalize contract	11/30/2018
Obtain building permits	01/15/2019
Start construction	02/01/2019
Complete Construction	06/30/2019

19. Please sign and date your application below:

Urbh Mr Director of Finance
Signature/Title

11/20/17
Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
3501 Civic Center Drive #308
San Rafael, CA 94903
Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial	✓	HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			Corte Madera

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	FY2017/18	FY2016/17	FY2015/16
Grant Amount	\$75,350	\$50,250	\$47,000
Amount Expended	\$0	\$16,500	\$47,000

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$33,550
PROGRAM/PROJECT NAME	Corte Madera House Kitchen Remodel
ORGANIZATION/AGENCY NAME	Lifehouse, Inc.
MAILING ADDRESS	899 Northgate Drive, Suite 500 San Rafael, CA 94903
PROJECT SITE ADDRESS	7 Seminole Avenue, Corte Madera, CA
CONTACT PERSON & PHONE NUMBER	Viola Morris, 415-526-5308
E-MAIL ADDRESS	vmorris@lifehouseagency.org
WEBSITE	www.lifehouseagency.org
ORGANIZATION DUNS#	052947835

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

Lifehouse, Inc. currently owns and operates affordable rental housing for people with developmental disabilities. The Corte Madera House is a home for four young adult men, all of whom have autism or other related developmental disabilities. This house was acquired by Lifehouse in the early 1980s and has been used as a residential setting for adults with disabilities, initially as a group home. After 30+ years, the home is showing wear. The kitchen is in extremely poor condition and the electrical system to the kitchen needs to be updated for safety purposes. Specific work includes: 1) Demolish existing kitchen and dispose of debris; 2) Upgrade the electrical system and panel; and, 3) Install new cabinets, countertops, appliances and plumbing upgrades.

This project benefits the community by providing a safe place to call home for our most vulnerable community members. Affordable housing is a critical need and this project helps to provide housing to those most at-risk. Lifehouse prides itself on being a good neighbor and a good homeowner for the benefit of the entire community. We strive to help each person we support become as independent as possible and to participate fully in the communities for a lifetime. These young men are integrated into the community, participating in community activities, visiting local businesses and working part-time whenever possible, which simply makes the neighborhood a more vibrant place to call home for all its residents.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

By program design, this affordable rental housing serves individuals with developmental disabilities who are extremely low income. Living on limited incomes, people with developmental disabilities struggle to find appropriate housing. The lack of affordable housing in Marin only exacerbates this challenge.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

Residents of Lifehouse's affordable housing units are referred by the Regional Center / State of California. The individuals eligible to live in this home have a developmental disability. They typically are extremely low income receiving their income through SSI. The Regional Centers perform outreach activities to persons who may need regional center services.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	
Very Low-Income	
Extremely Low	4

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian		
Black or African American	25%	
Native Hawaiian or other Pacific Islander		
White	75%	
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial		
TOTAL	100%	
Female-Headed Households (out of above total)		

PROJECT MANAGEMENT & FINANCIAL DATA

- 11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:**

Lifehouse, Inc has been fortunate to have received multiple CDBG grant awards each year to assist with the rehabilitation of our various homes for low income people with developmental disabilities. With each project we undertake, it is our goal to improve the overall living environment for our residents by making our homes safe and accessible. Further, these projects benefit the county as a whole by providing a safe place to call home for our most vulnerable community members and enhancing our neighborhoods by keeping our homes well maintained.

We have successfully implemented a variety of projects including bathroom remodels which addressed accessibility issues, siding projects to address rot, fence replacements and flooring upgrades. All projects have been completed on time and within budget.

- 12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:**

FY17/18 Grants: Lifehouse has not started the FY18 grants as we are awaiting fully-executed grant agreements prior to project commencement. The funds are for two projects - a deck repair at our San Anselmo House and a roof & siding project at our Comito House. The deck repair is slated to begin in December 2017; the roof & siding project will commence in early Spring.

FY16/17 Grants: Lifehouse was awarded three contracts - Wilson House fence repair, Sunrise II bathroom remodel & a retaining wall project at the Laurel Place House. All projects are complete except for the Retaining Wall Replacement Project. This project is slated to commence late November 2017 with a 6 week project timeline.

- 13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?**

Viola Morris, Lifehouse's Director of Finance, has administered federal grant programs throughout her career. She is acutely aware of the complexities of such funding and expertly ensures regulations are followed. While Lifehouse's previous projects have qualified for Davis-Bacon prevailing wage exemptions, we are confident we will be able to comply with the requirements should Davis Bacon be triggered.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

The project will be managed by Lifehouse Director of Finance, Viola Morris, who has extensive experience overseeing housing projects. Anthony Street, the Lifehouse Facilities Coordinator, will assist Viola with project oversight and implementation. Mr. Street has a long track record of successfully executing projects, including CDBG funded projects.

The Corte Madera Kitchen Remodel Project requires a building permit.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
CDBG - \$33,550	Design/ A/E	\$	
	(Construction items/materials)	\$ 30,000	upon award of CDBG
		\$	
		\$	
	Permit fees	\$ 550	upon award of CDBG
	Contingency	\$ 3,000	upon award of CDBG
TOTAL \$33,550	TOTAL	\$ 33,550	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

Not Applicable

17. For HOME Projects are you a CHDO?

N/A

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	07/01/2018
Complete planning & environmental review	n/a
Release bid package	08/01/2018
Select contractor	09/15/2018
Finalize contract	10/01/2018
Obtain building permits	10/15/2018
Start construction	11/01/2018
Complete Construction	12/15/2018

19. Please sign and date your application below:


Div of Finance
11/20/17

 Signature/Title Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial	✓	HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			100%

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2016/17	2017/18	
Grant Amount	13,000.	23,379	
Amount Expended	13,895		

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	
PROGRAM/PROJECT NAME	Sage Lane Senior Affordable Housing Rehabilitation
ORGANIZATION/AGENCY NAME	San Geronimo Valley Affordable Housing Association
MAILING ADDRESS	PO Box 152 Woodacre, CA 94973
PROJECT SITE ADDRESS	#7, #11, #15 Sage Lane Forest Knolls, CA 94933
CONTACT PERSON & PHONE NUMBER	Laurie Chorna, Property Manager; Suzanne Sadowsky, Chair/415-488-4890
E-MAIL ADDRESS	sgvaffordablehousing@gmail.com
WEBSITE	www.sgvaha.org
ORGANIZATION DUNS#	na

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

SGVAHA has owned and managed six residential units for low income seniors in three buildings in Forest Knolls. The buildings are now 17 years old and require structural repairs to the buildings themselves and replacement of worn interior equipment and appliances. Completion of these repairs will ensure the continued availability of these affordable homes for seniors in our community.

- 1) Replace decaying carpet in #7 and #11. (#15 was replaced this year).
- 2) Replace all interior window coverings with thermal blinds. Current venitian blinds are no longer in good working condition, and have been repaired several times.
- 3) Repair rotted deck railing and rear door repair - #7
- 4) New Solar system-all 3 houses
- 5) Appliance replacement-all of the units have the original refridgerators which are almost 20 years old. Minor repairs have been done over the years to all 3 units. Anticipate that they will need replacement this year, and would like to replace before they breakdown in an emergency. Replace 2 washer/dryers. They are the originals and need to be replaced. Replace 1 propane kitchen range-#7.
- 6) Bathroom floors need repair in 5 units. #15A was repaired this year as part of a refurbishment. Normal wear and tear has caused water seepage and the sub-floors need replacement.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

We will continue to maintain our existing Senior low income units so that they are desirable and accessible for all seniors of diverse ethnicity and disability status and without regard to sources of income.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

As units become available we will advertise in areas and through community organizations throughout Marin County that may not otherwise be aware of our housing. We will assure affirmative marketing throughout the county and beyond, under the guidelines of the Fair Housing of Marin County.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	
Very Low-Income	6
Extremely Low	

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian		
Black or African American	1	
Native Hawaiian or other Pacific Islander		
White	5	
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial		
TOTAL	100%	
Female-Headed Households (out of above total)	3	

PROJECT MANAGEMENT & FINANCIAL DATA

- 11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:**

With funds from prior year CDBG funds we have so far replaced 1 roof; and the 2 remaining roofs are pending to be completed by the spring 2018, through our current CDBG grant. This was our goal, which will be accomplished once the roofs are completed.

- 12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:**

As noted above-#11, the work to be done is pending, and we anticipate completion before June 2018.

- 13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?**

SGVAHA has administered one Marin County CDB Grant last year. That project, the re-roofing of #7 Sage Lane, Forest Knolls, was done with a Licensed Roofing Contractor Henris Roofing of Petaluma who provided the County with the required paperwork to show compliance with the Davis-Bacon prevailing wage requirement. This is the extent of our experience complying with this requirement.

We have also experienced some difficulty with Davis-Bacon work as the prevailing wages are much higher than the current standard wages that are paid for roofers and other construction workers. This is especially true for roofers whose workers compensation rates are sky high. So, most companies do not bother with doing Davis-Bacon work as they have plenty of "regular" work.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

Projects will be managed and/or supervised by a Board Members with appropriate and matching qualifications to the project.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
See attached	Design/ A/E	\$	
	(Construction items/materials)	\$	
		\$	
		\$	
	Permit fees	\$	
	Contingency	\$	
TOTAL	TOTAL	\$	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

17. For HOME Projects are you a CHDO?

--

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	
Complete planning & environmental review	
Release bid package	
Select contractor	
Finalize contract	
Obtain building permits	
Start construction	
Complete Construction	

19. Please sign and date your application below:

Signature/Title

Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED

Project Budget 2018-19
Sage Lane Senior Affordable Housing Rehabilitation

Funding Source	Uses	\$Amount	Date	
All CDBG	Dry Rot Repair-#7	1,200	Fall 2018	
	Carpet Repacement - #7 & 11	14,000	Fall 2018	
	Bathroom floor repair/replacement	10,000	Fall 2018	
	Appliance replacement	5,500	Winter 2019	
	Window Coverings - #7, 11, 15	9,405	Winter 2019	
	Solar Systemn- #7, 11, 15	30,000	Spring 2019	
	Total request	70105		



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial		HOME Rental Assistance	
CDBG Public Facilities/Improvements	✓		

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
Sausalito			

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2016		
Grant Amount	73,738		
Amount Expended	0	Pending City of Sausalito	

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$100,000
PROGRAM/PROJECT NAME	Galilee Marine Service Harbor
ORGANIZATION/AGENCY NAME	Galilee Harbor Communtiy Association
MAILING ADDRESS	300 Napa Street, Sausalito CA 94965
PROJECT SITE ADDRESS	same
CONTACT PERSON & PHONE NUMBER	Donna Bragg 415-332-8554
E-MAIL ADDRESS	galileeharbor@gmail.com
WEBSITE	galileeharbor.org
ORGANIZATION DUNS#	01-881-7626

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

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. The site has been purchased and the marina berths have been reconstructed. The proposed new land-side Marine Service Building, which has received a Conditional Use Permit, will include work spaces, restrooms, laundry room, harbor office and community room. Architect Michael Rex will be assisting in refining the building design and obtaining final permits for the building.

The successful implementation of Galilee Harbor’s development plan continues to protect the existing low-income residents from being dislocated and preserves a significant portion of the available low-income housing stock in southern Marin County. Part of Galilee’s project includes many public access features. The public shoreline path is one of these elements and is in need of resurfacing. The path is approximately 420 feet long by 14 feet wide and is currently constructed of decomposed granite. In order to maintain this path in compliance with ADA standards, Galilee will be upgrading the surface with permeable concrete.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

This project will continue to provide diverse affordable and accessible housing in southern Marin. We have an annual open house event which is advertised throughout Marin. Flyers for this event include copies for the Spanish speaking community. At this event we also include performances that attract Pacific Islanders.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

This project will benefit low income artists and marine workers as allowed by the City of Sausalito zoning requirements. In addition, 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.”

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	3
Very Low-Income	23
Extremely Low	23

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian	2	
Black or African American	2	
Native Hawaiian or other Pacific Islander		
White	52	2
American Indian <i>and</i> White		
Asian <i>and</i> White	4	
Black <i>and</i> White	3	1
American Indian <i>and</i> Black	1	
Multi-Racial		
TOTAL	100%	
Female-Headed Households (out of above total)	8	

PROJECT MANAGEMENT & FINANCIAL DATA

11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:

Galilee Harbor has received grants from CDBG and has accomplished the following:

- Developed and implemented a plan for an affordable housing project for 38 households
- Negotiated with government agencies to get the project approved
- Purchased the project site in Sausalito
- Developed and implemented a soils remediation plan that protects the community and the environment from hazardous waste existing on a portion of the site
- Constructed a parking lot of 48 spaces
- Designed and constructed an ADA ramp to the marina so that it is accessible at all stages of the tide
- Constructed temporary bathrooms in compliance with ADA regulations
- Constructed an enclosure for garbage and recycling bins which included a new roof over the adjacent utility room
- Negotiated a 20 renewal of the BCDC settlement agreement
- Negotiated parking improvements with the City of Sausalito

12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:

Galilee has a current balance of unspent CDBG funds. The funds are earmarked for the completion of our parking lot as required by the BCDC settlement agreement. The parking lot is located adjacent to Dunphy Park in Sausalito. The City of Sausalito is currently revising the scope of work for the redevelopment of the Park and therefore has delayed the construction of the joint project.

13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?

Galilee Harbor has received federal funding for many years. We have complied with the Davis-Bacon prevailing wage requirements to construct our wheelchair accessible restrooms as well as the garbage/recycling enclosure.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

Galilee Harbor Board of Directors - incorporated 1981
 Donna Bragg - Project Manager 31 years
 Michael Rex - architect /consultant has worked for Galilee Harbor since 1984
 Al Bonnett - EAH is Galilee's fiscal agent and administrates the affordability controls

Michael Rex will be assisting Galilee Harbor in getting the final design approved by the City of Sausalito for construction of a new landside workshops, community room and bathrooms.
 Donna Bragg will be managing the resurfacing of the public access shoreline pathway located along the perimeter of the Galilee Harbor site.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
CDBG	Design/ A/E	\$ 50,000	
CDBG	(Construction items/materials)	\$ 50,000	
CDBG	project manager	\$ 6,000	
Galilee Harbor	project manager	\$ 20,000	7/2018
Galilee Harbor	Permit fees	\$ 2,000	7/2018
Galilee Harbor	Contingency	\$ 1,000	7/2018
TOTAL	TOTAL	\$ 103,000	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

17. For HOME Projects are you a CHDO?

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

Task	Date of Completion
Define scope of work/finish design	July 2018
Complete planning & environmental review	
Release bid package	August 2018
Select contractor	September 2018
Finalize contract	September 2018
Obtain building permits	September 2018
Start construction	October 2018
Complete Construction	October 2018

19. Please sign and date your application below:

Donna Bragg Project Manager

Signature/Title

11/16/17

Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial		HOME Rental Assistance	
CDBG Public Facilities/Improvements	✓		

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			X

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2017		
Grant Amount	\$8500		
Amount Expended	\$8500		

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	
PROGRAM/PROJECT NAME	Marin City Intergenerational Community Garden
ORGANIZATION/AGENCY NAME	Marin City Community Services District
MAILING ADDRESS	630 Drake Avenue Marin City CA 94965
PROJECT SITE ADDRESS	630 Drake Avenue Marin City CA 94965
CONTACT PERSON & PHONE NUMBER	Monique Brown 415-332-1441
E-MAIL ADDRESS	mbrown.mccsd@gmail.com
WEBSITE	
ORGANIZATION DUNS#	# 08-013-2004

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

Beginning in 2014, the Marin City Communities of Excellence project developed a container garden program to teach Marin City youth the importance of growing and consuming healthy foods that they grew themselves. This project arose out of a need to teach youth living in community that is a food desert, with the highest chronic disease burden in the county. The project partnered with the Marin City Community Services District (CSD) Summer Program to recruit and train youth on gardening techniques. More than 150 youth participated in the program in the first year and the numbers and requests for participation kept growing. To address the growing interest and need as well as the high rates of overweight and obesity in the community, the program is currently working on expanding the summer container garden into a year-round food production system that connects youth and seniors. The garden will grow food throughout the year and use the garden as a community asset that locally provides healthy, fresh, accessible fruits and vegetables to the Marin City community.

The program is based on well documented research that shows the benefits of access to healthy food on the health and well-being of community members. It is especially crucial in Marin City, where affordable and fresh fruits and vegetables are scarce. The program partners with the Marin County HHS' Nutrition Wellness Program and implements a nutrition education and physical activity program that complement the Intergenerational Garden's food production to work with the community and support the adoption of healthy habits.

Currently, with land donated by the CSD and initial funding from the Marin County HEAL program, construction of the Intergenerational Garden is in its first phase. We are requesting this funding to complete construction and begin the food production phase. To continue the building of the IG garden, we need to build a retaining wall, a perimeter fence, an ADA ramp to make it accessible for seniors and folks with disabilities, install an irrigation system, build 20 raised garden beds, and lay the composite covering for ADA accessibility.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input checked="" type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

In Marin City, 59% of the population is at 200 FPL. It also houses the only family based public housing complex where over 1000 folks reside with even higher rates of concentrated poverty. The Intergenerational Garden will be a community asset with a focus on addressing neglect within the community, that suffered years of disinvestment and lived in a food desert for over two decades. The IG garden will bring together seniors, adults and youth mainly residing in public and low income housing to participate and be an integral part of the development, implementation and production of the garden.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

Marin City CSD will reach out to our focus community through several avenues. We will recruit local youth attending pre-school, elementary and high schools; we will reach out to our Marin City churches; we will work with community based partners such as the Housing Authority, the Community Development Corp, Marin City Health and Wellness Center, Martin Luther King Coalition, ISOJI, Marin City Post and the Marin County HHS' NWP to recruit community residents to participate in the program.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	5%
Very Low-Income	20%
Extremely Low	75%

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian	10	
Black or African American	60	
Native Hawaiian or other Pacific Islander	5	
White	10	
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial	15	
TOTAL	100%	
Female-Headed Households (out of above total)		

PROJECT MANAGEMENT & FINANCIAL DATA

11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:

The program was funded by CDBG and launched a year-round after school meal program providing healthy meals for very and extremely low income children in the community.

12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:

No remaining funds

13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?

This grant will be administered through the Marin City Community Services District which has extensive experience receiving grants and administering them. The CSD complies with the Davis-Bacon requirements.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

The project will be managed by the Marin City Nutrition Education HEAL director, who has ample experience working on garden projects. All necessary authorizations and approvals for the garden have been received.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
Marin County HEAL	Design/ A/E	\$ \$3000	7/17-present
CDBG	(Construction items/materials)	\$ 82,000	
Marin City Community Services District	Land	\$ In-kind	5/17
Novato Eagle Scouts	Garden Entryway	\$ \$15,000 – in-kind	10/17-12/17
	Permit fees	\$	
	Contingency	\$	
TOTAL	TOTAL	\$ 82,000.00	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

17. For HOME Projects are you a CHDO?

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

Task	Date of Completion
Define scope of work/finish design	7/2017
Complete planning & environmental review	n/a
Release bid package	July 2018
Select contractor	July-Aug 2018
Finalize contract	August 17, 2018
Obtain building permits	n/a
Start construction	August 20, 2018
Complete Construction	December 31, 2018

19. Please sign and date your application below:

Monique Brown
Signature/Title

Nov. 20, 2017
Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
3501 Civic Center Drive #308
San Rafael, CA 94903
Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial		HOME Rental Assistance	
CDBG Public Facilities/Improvements	✓		

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			100%

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	N/A		
Grant Amount	N/A		
Amount Expended	N/A		

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$125,000
PROGRAM/PROJECT NAME	Marin City Family Resource Center Building Relocation
ORGANIZATION/AGENCY NAME	Marin City Family Resource Center
MAILING ADDRESS	24 Buckelew Street, Marin City, CA 94965
PROJECT SITE ADDRESS	630 Drake Avenue, Marin City, CA 94965
CONTACT PERSON & PHONE NUMBER	Terrie Green, 415-336-6421
E-MAIL ADDRESS	terriegreen1@comcast.net
WEBSITE	
ORGANIZATION DUNS#	

5. **Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.**

The continuum of childhood poverty and lack of complete core resources must be denied another generation. The Marin City Family Resource Center (MCFRC) is committed to reversing this trend countywide by expanding its current programs and partnering with other organizations to operate year-round in a safe and holistic space. Currently, there is not a space in Marin City or the county that houses the Marin Family Leadership and Resources.

MCFRC has an opportunity to have a permanent home. A 2500 - 2800 square foot modular building has been donated to MCFRC with a need for upgrades, improvement and a to be relocated. A CDBG grant would allow MCFRC to move and upgrade the modular building to a centralized site where MCFRC would house its programs and share space with partner programs allowing critical services to families to be housed under one roof.

6. **HUD National Objective to be served (check at least one):**

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. **How will this project Affirmatively Further Fair Housing?**

N/A

8. **Describe how this project will conduct affirmative marketing to members of the Protected Classes?**

The Marin City Family Resource Center has been dedicated to ensuring that culturally and linguistically competent outreach to the protected classes being served. We have a track record leadership in the African American, Latino and Pan Asian communities. We use many methods to reach community members including but not limited to in-home visits, outreach through churches, schools, community partners, etc., targeted media outreach, social media, convening events and meetings and participation in community events.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	10%
Very Low-Income	15%
Extremely Low	75%

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian	15%	none
Black or African American	45%	none
Native Hawaiian or other Pacific Islander		
White	10%	none
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial		
TOTAL	100%	
Female-Headed Households (out of above total)		

PROJECT MANAGEMENT & FINANCIAL DATA

11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:

N/A

12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:

N/A

13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?

Terrie Green has had extensive experience managing Federal Grants through CDBG funding.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

This project will be supervised and managed by Terrie Green. Terrie has a BA in Political Science/Urban Studies from San Francisco State University and is a certified health worker from the City College of San Francisco. A long time resident of Marin City, Terrie has led and served on a number of community programs and initiatives that provide outreach and increase health awareness, community capacity and community governance amongst Marin City residents. Terrie has vast experience in community development leadership including her role in serving on a number of community boards as president and vice chair and co-founding Marin City Charter School and ISOJI (Community Advocacy). Terrie also has a strong experience in case management, program development and nonprofit management.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
CDBG	Design/ A/E	\$ 10,000.00	
CDBG	(Construction items/materials)	\$ 25,000.00	
Village Baptist Church	Modular Building	\$ 180,000.00 (in-kind)	
CDBG	moving modular building	\$ 35,000.00	
	Permit fees	\$ 10,000.00	
CDBG	Contingency	\$ 15,000.00	
TOTAL	TOTAL	\$	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

N/A

17. For HOME Projects are you a CHDO?

N/A

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	January 2018
Complete planning & environmental review	January 2018
Release bid package	N/A
Select contractor	March 2018 (pending funding)
Finalize contract	March 2018 (pending funding)
Obtain building permits	February 2018
Start construction	April 2018 (pending funding)
Complete Construction	June 2018

19. Please sign and date your application below:



 Signature/Title

11/20/2017

 Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial	✓	HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
95% in Marin City			5%

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2017		
Grant Amount	\$55,000		
Amount Expended	\$0		

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$40,000
PROGRAM/PROJECT NAME	Roof for newly purchased clinic building
ORGANIZATION/AGENCY NAME	Marin City Health & Wellness Center
MAILING ADDRESS	630 Drake Ave, Marin City, 94965
PROJECT SITE ADDRESS	100 Phillips Drive, Marin City
CONTACT PERSON & PHONE NUMBER	Melanie Hamburger, 415.999.3197
E-MAIL ADDRESS	melanie@marincityclinic.org
WEBSITE	www.marincityclinic.org
ORGANIZATION DUNS#	830668880

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

In September 2017 Marin City Health & Wellness Center achieved a significant goal in addressing the Social Determinants of Health that create African American health inequities: we completed the purchase of a neighboring building that will be the permanent home of MCHWC. Our new clinic site, located at 100 Phillips Drive, will provide a one-stop integrated health center in the heart of Marin City, located across from our current clinic and adjacent to MLK/Bayside school. Since 2006 we have continued to outgrow the space we rent from the Marin City Community Services District, which has limited our ability to meet the healthcare needs of southern Marin County. MCHWC provides medical, dental, behavioral health, recovery and homeless services, maternal and perinatal care, pain management and chiropractic, reentry support, case management, health education, and youth empowerment programs. This clinic site will provide a healing place for residents from across southern Marin. It offers a calm, welcoming atmosphere to create trust in a community that has lacked access to choices around healthcare. It will allow us to add wraparound services that include a food pharmacy, elder care, and social enterprises run by youth, as we care for residents from cradle to grave.

This new building will provide space to more than double exam rooms for medical, dental and behavioral health services. In a county where red-lining prevented home ownership and housing costs are pushing out traditional residents, the significance of a grassroots Marin City organization purchasing a building cannot be overstated. The purchased building has deferred maintenance and is in need of a new roof. Funding received in the last CDBG grant cycle will allow us to add two new medical rooms (to the two that were previously available); funding from this project would provide a new roof for the entire structure where integrated healthcare services will be offered in a single building. The \$40,000 requested from this grant to replace the roof is a discrete part of a \$750,000 renovation project to remodel 100 Phillips Drive from a childcare center to a healthcare clinic.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

MCHWC was founded in 2006 to provide primary healthcare for residents of public housing who are low-income and mostly African American. Our focus is African American families who have experienced institutionalized segregation that limits their ability to access and pay for services, including health care. Renovation of the newly purchased building at 100 Phillips Drive will allow us to more than double the availability of medical, dental and behavioral health services for this community.

Across Marin County and the U.S., African Americans suffer from the worst health outcomes of any ethnic group. Doubling clinical services for the unincorporated area of Marin where the majority of African Americans live fulfills a tremendous unmet need in this community. In addition, social determinants of health show that poverty and illness are directly correlated – in order to make our patients healthy, we must also address the dynamics of their poverty. Providing fair access to medical care will address fair housing goals for Marin City residents in many protected classes.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

In 2016, MCHWC added its first full-time staff person responsible for marketing and fundraising. As a result, our communication and ability to reach low-income residents of Marin City has improved dramatically through: more accessible and comprehensive information on our website; more active social media promotion through platforms like Facebook and NextDoor that are widely used by community members; and printed post-card mailers promoting new services and programs, such as healthcare, insurance enrollment, addiction and recovery programs, etc. We would use these same tools to promote expanded access to for appointments with healthcare providers.

In addition to print and online marketing, we now have staff in positions of outreach, insurance enrollment, case management and health education who actively promote information on MCHWC's integrated healthcare services in Marin City. Programs launched since 2016 (such as the Marin Family Birth Center, Medication Assisted Treatment for recovery, case management/social workers, Park Rx, mobile dental van) also drive more patients to our clinic in Marin City. Lastly, our staff and board are actively involved in other organizations in Marin City, and can serve as connectors and ambassadors to clients of the Marin City Community Services District, Marin City Community Development Corporation, MLK/Bayside Academy, ISOJI and others. All of these provide marketing opportunities to raise awareness of improved access to centrally-located healthcare services in this community. These services will, literally, be offered under a single roof funded by this grant.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	391 (15%)
Very Low-Income	651 (25%)
Extremely Low	1564 (60%)

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native	1%	
Asian	5%	
Black or African American	28%	3%
Native Hawaiian or other Pacific Islander		
White	38%	
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial	28%	12%
TOTAL	100%	
Female-Headed Households (out of above total)	Approx 65%	

PROJECT MANAGEMENT & FINANCIAL DATA

- 11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:**

We had an exceptional outcome towards the goals of our 2017 CDBG grant: acquiring our own building to add two additional medical exam rooms. Over the past few years, we've had numerous failed attempts to expand services in space rented from the Marin City Community Services District. By purchasing our own building, located across the street from current clinic space, we ensure our ability to expand exam rooms and our ability to create more access to healthcare services within a community.

The opportunity to purchase the building emerged in summer 2017 and we closed in September. We are committed to a smooth transition for the current tenant and, as such, will begin renovations in early 2018. For these reasons, we are starting the project later than anticipated, but will complete the addition of two new medical exam rooms (to four total) before June 30, 2018.

- 12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:**

See above. We have not yet incurred expense because of the change of venue for our project. The change has been approved by the CDBG.

- 13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?**

As a Federally Qualified Health Center (FQHC), we receive significant funding from federal and state agencies, such as HRSA and the County of Marin. We are experienced in tracking expenditures and data for agency grant reporting requirements, consistent with our organization-wide culture of continuous quality improvement (QI).

We are familiar with Davis Bacon and are prepared to pay laborers in a manner that is in compliance. Indeed, complying with Davis-Bacon prevailing wage requirements is part of our values and consistent with our mission around eradicating poverty as part of improving community health.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

Our CEO, JayVon Muhammad, and COO, Patricia Rodriguez, will supervise and manage this project. We are working with an architecture firm experienced in healthcare facility design, and will be securing permits and approvals from the County of Marin, as required for unincorporated areas. Based on the rehabilitation of dental operatories in 2013, we understand the process, approval, authorizations and costs required.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
CDBG \$40,000	Design/ A/E	\$ 1,500	9/30/18
(roof cost, as part of a \$600k remodel)	(Construction items/materials)	\$ 32,000	12/31/18
		\$	
		\$	
	Permit fees	\$	
	Contingency	\$ 3,500	12/31/18
TOTAL \$40,000	TOTAL	\$ 40,000	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

17. For HOME Projects are you a CHDO?

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. *(The general tasks for a construction project are provided below; please add tasks as needed)*

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	1/31/18
Complete planning & environmental review	3/31/18
Release bid package	4/1/18
Select contractor	5/1/18
Finalize contract	5/15/18
Obtain building permits	4/30/18
Start construction	6/1/18
Complete Construction	12/31/18

19. Please sign and date your application below:

Jaipon Muhammed

Signature/Title

11/20/2017

Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services		HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial	✓	HOME Rental Assistance	
CDBG Public Facilities/Improvements	✓		

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			X

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2017-18	2015-16	2014-15
Grant Amount	\$13,000	\$11,197	\$10,653
Amount Expended	0	\$11,197	\$10,653

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	36,500
PROGRAM/PROJECT NAME	Rehabilitation & Preservation, 2018
ORGANIZATION/AGENCY NAME	Tomales Town Hall
MAILING ADDRESS	PO Box 251 Tomales, CA 94971-0251
PROJECT SITE ADDRESS	27150 Shoreline Hwy (CA Hwy #1), Tomales
CONTACT PERSON & PHONE NUMBER	Venta Leon 707-878-2838
E-MAIL ADDRESS	TomalesTownHall@gmail.com
WEBSITE	www.TomalesTownHall.org
ORGANIZATION DUNS#	

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

ONGOING REHABILITATION OF COMMUNITY CENTER:

Engineering Report pending for Phase #1 Renovation: Creating a patio area and kitchen remodel, expanding the usefulness of the Dining hall, and provide more meeting room space. Upgrades to the stage area in the maalready in hall, and acoustic improvements are near completion. More equipment is needed. This has increased functionality as a multi-purpose event and performance venue, and enhances our visibility and fundraising ability to a wider audience. Kitchen appliances are needed to support the dining facility. Ongoing maintenance: Repairs to doors and stairs for safety and security, and further energy efficiency, and parking area improvements are continuing with CBDG funding recently approved for the 2017-18 cycle.

This project increases the year-round usefulness of the center for a growing list of gatherings, activities and events. It's crucial for our remote and isolated town to be self-sufficient. Major upgrades are ongoing, usage has expanded, new services and programs continue to be developed. The Hall has rebounded to life, is thriving, and it has revitalized our community.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input checked="" type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

Community Center Rehabilitation; not directly related to housing. The Hall hosts and supports many community service programs, including a periodic Free Legal Clinic, with many resources available to assist renters or buyers. A good community gathering place fosters healthy relationships where people work together for the common good.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

We have an aging community with many retirees, and a large community of Hispanic farm and service workers who regularly use the Hall for social events. The community benefits from our Food Pantry, Health Clinics, public services, meetings, etc. We are in a remote rural area and offer many services that would be difficult for residents to obtain without considerable travel - there is no public transportation besides a once-a-week shuttle trip to Petaluma.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	3000
Very Low-Income	1000
Extremely Low	500

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native	3	
Asian	4	
Black or African American	2	
Native Hawaiian or other Pacific Islander	0	
White	328	75
American Indian <i>and</i> White	0	
Asian <i>and</i> White	0	
Black <i>and</i> White	0	
American Indian <i>and</i> Black	3	
Multi-Racial	4	
TOTAL	100%	
Female-Headed Households (out of above total)	unknown	We don't collect data. This information is drawn from census figures. Our community center serves a much bigger population than just Tomales & surrounding ranches; estimate 4500 in West Marin & Sonoma south coast.

PROJECT MANAGEMENT & FINANCIAL DATA

11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:

In the last 13 years, we have saved the Hall from complete deterioration by replacing most of the infrastructure: Plumbing and electrical system; heating system; lighting; new ADA bathroom, access ramp and path to the main Hall; rebuilt the storage shed; refinished and repaired main floor; painted the upstairs interior; installed acoustic panels and new drapes; gutted, insulated, and totally rebuilt the stage; replaced siding; built a small office. Reconfigured dining room, eliminating small rooms to make a larger room to accommodate more people; storage cabinets were built; a new commercial refrigerator was purchased. Work has been done almost entirely by volunteer community members.

Foundation was repaired; funded by Partners in Preservation \$50,000 grant.

12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:

CDBG 2017-18 funding approved August 23, 2017. Work on project begun in October, next Quarterly Report due Jan 10, 2018

13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?

We have been awarded many CBDG grants since 2004. Almost all our work is done by a team of local volunteers with active or past experience in the construction trade, or business owners with no employees.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

Members of the TTH Board of Trustees and 3 licensed building contractors will supervise and be responsible for all activities relating to this project; all are volunteers. Parking lot paving will be contracted out. Project labor will be done by a team of skilled regular volunteers. All heavy equipment work is donated. Also, in 2015, we initiated a Long Range Strategic Committee, bringing fresh energy and expertise aboard to develop a 10-year capital project plan for major renovation of the building façade. The Vision Statement is completed, and project and funding is being staged. A professional historical architectural review has been completed, with a \$5000 Marin County grant, for which we raised matching funds. National Trust for Historic Preservation awarded a \$5000 grant for an engineering report, which also requires matching funds.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
Nat'l Trust-Historic Preservation	Design/ A/E	\$ 5000	July 2017
CBDG	(Construction items/materials)	\$ 17000	
CBDG	Engineering report	\$ 5000	
CBDG	Stage, Hall & Kitchen equipment	\$ 5500	
CBDG	Permit fees	\$ 2000	
CBDG	Contingency	\$ 7000	
TOTAL	TOTAL	\$ 41 500	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

17. For HOME Projects are you a CHDO?

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

Task	Date of Completion
Define scope of work/finish design	July , 2018
Complete planning & environmental review	Aug 1, 2018
Release bid package	Sep 5, 2018
Select contractor	Oct 3, 2018
Finalize contract	Oct 15, 2018
Obtain building permits	Oct 22, 2018
Start construction	Oct 22, 2018
Complete Construction	TBD -Contingent on Engineering report

19. Please sign and date your application below:



 Signature/Title

Nov 15, 2017

 Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED

Bonini Construction
 State Lic# 762361
 Bill Bonini, General Contractor
 PO Box 92, Tomales CA 94971
 707-878-2271 wmabonini@yahoo.com

TOMALES TOWN HALL - Rehabilitation & Preservation Estimates 2018-19

ITEM	Materials	Labor	Total	CBDG 2018-2019
ENGINEERING REPORT: South wall reconstruction.				
A. Matching funds w/Nat'l. Trust-Historic Preservation			\$ 5,000	\$ 5,000
B. INTERIOR/EXTERIOR REPAIRS & IMPROVEMENTS				
1 Permits - south wall foundation			\$ 2,000	\$ 2,000
2 Demolish & rebuild basement foundation south wall	\$ 17,000	\$ 18,000	\$ 35,000	\$ 17,000
3 Contingency			\$ 7,000	\$ 7,000
subtotal			\$ 49,000	

C. STAGE, ACOUSTIC & EQUIPMENT UPGRADES				
Stage lighting dimmer & controller	\$ 2,500		\$ 2,500	\$ 2,500
Sound system - Powered monitors	\$ 500		\$ 500	\$ 500
Blackout insulated window blinds or curtain linings	\$ 700		\$ 700	\$ 700
Ice machine w/238# bin	\$ 1,800		\$ 1,800	\$ 1,800
subtotal			\$ 5,500	

SUBCONTRACTS

D. PARKING AREA REPAIRS				
Handicap parking sign & blue stripes, wheel chocks			\$ 2,400	
E. LANDSCAPING: Retaining wall for patio, permeable paving				
			\$ 15,000	
F. CEILING INSULATION				
			\$ 9,500	
subtotal			\$ 30,900	

GRAND TOTAL	\$ 85,400	\$ 36,500
--------------------	------------------	------------------



Manitowoc UY-0140A NEO 26" Air Cooled Undercounter Half Size Cube Ice Machine with 90 lb. Bin - 132 lb.

#499UY0140AA - EACH

Save for Later Ships via Common Carrier Free Shipping

\$1,529.00

\$1,529.00

×

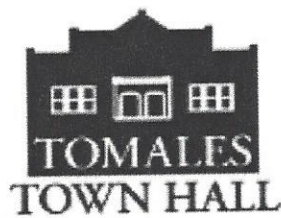
Subtotal

\$1,529.00

Ship To: 94971

[Change](#)

Free Common Carrier



10 November 2017

Dear Friends,

Here is brief update on current Town Hall news, the first of which is a reminder to mark your calendar for CHRISTMAS CHEER, scheduled for Friday, December 1st. This is our annual Thank You to the supportive friends and neighbors with whom we share this venerable old building. Watch for an invitation, coming soon.

I hope you have seen the promotional video, either at the Patio Potluck or on our Facebook page. It is one of the first steps of our Capital Campaign to gain funding for REJUVENATION. Its creator, Anthony Crivelli of Point Reyes Station, did a *good* job interpreting our perceptions of and plans for the building. We are very pleased with the outcome that so well reflects our feelings and our goals.



At September's Patio Potluck, where we shared REJUVENATION plans with our friends and neighbors, we had a symbolic groundbreaking for grading in preparation for Rejuvenation's Phase One. Two weeks ago the *actual* ground breaking occurred. For more detailed information, and to learn the importance of this step — for the design process as well as the construction itself — see my latest blog post on our website's Rejuvenation page. (And see results *left*, ready for doors, windows, and patio!



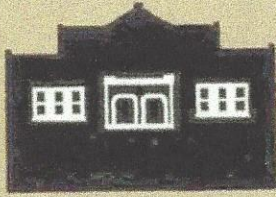
The TTH Board of Trustees has three new members to welcome: Mark Hanreich, Robert Lawson, and Yolanda Simon. Thank you for joining us, Yola, Rob, and Mark; it is inspiring and hopeful to have your new energy.

And just in time for the first play on the TTH stage in years, backstage curtains have been hung, thanks to Dan Bagley, Bill Bonini, and David Judd. The play, *Tamalko: A California Story*, written, directed, and produced by Bloomfield playwright Gina Cloud, and performed by local actors, will be presented at the Town Hall two weekends: November 11th and 12th and the 18th and 19th. Visit tomalestownhall.org/events for more information.

Have a Happy Thanksgiving — and we hope to see you at CHRISTMAS CHEER!

The mission of the Tomales Town Hall is to support projects that will benefit the community culturally and educationally, to encourage participation by this community, and to respect and preserve the building and its history.

Ginny MacKenzie Magan
Friends of the Tomales Town Hall



TOMALES TOWN HALL

OCTOBER into NOVEMBER 2017 at Town Hall unless noted otherwise. **ALL WELCOME TO ALL EVENTS!**

La Mesa de las Abuelas "Our Grandmother's Table" Bridging Communities Potluck



Sunday October 15th
4:00 - 8:00pm.

Tomales Town Hall

27150 Maine Street
Tomales, CA 94971

Come join your neighbors as we gather to share food and stories to better understand each other and our cultures

Please bring a main dish or a side dish that reminds you of your grandmother, and that is made using ingredients from the richness and wisdom of your culture.

Don't forget to bring the recipe!

RSVPs required. Please contact

Mattie (707) 878-2006 bookings@tomalestownhall.org

Cristina Salcedo 707-878-2105 familyservicestest@shorelineunified.org

A collaboration of Tomales Town Hall, West Marin Community Services, Shoreline Unified School District, Tomales Presbyterian Church

*La Mesa de las Abuelas Domingo 15 de octubre 4-8 pm
Una Cena para Conectar Comunidades*

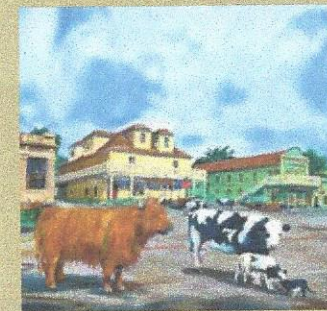
Venga y acompañe sus vecinos mientras nos reunimos a compartir comida e historias para poder comprendemos mejor y entender nuestras culturas.

Por favor traiga un platillo principal o otro adicional que le recuerde a su abuelita, y que sea hecho utilizando ingredientes que vienen de la riqueza y sabiduría de su cultura. Traiga comida como para 10-12 personas y no se le olvide de la receta!

Se requiere reservaciones:

Mattie Ivy Leeds (707) 878-2006 bookings@tomalestownhall.org

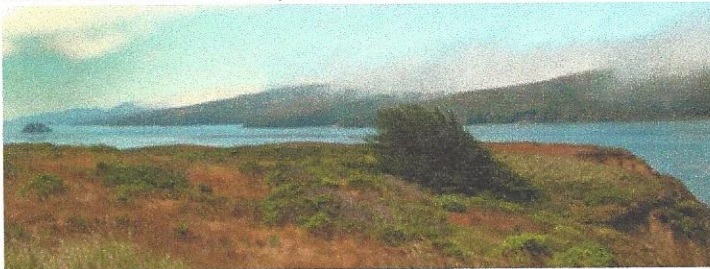
Cristina Salcedo (707) 878-2105 familyservicestest@shorelineunified.org



Tue OCT 17 1:00-4:00pm FREE FLU SHOT CLINIC

Provided by Coastal Health Alliance, Dominican University and County of Marin. Protect yourself and your community - a yearly flu vaccine is the first and most important step in protecting against flu viruses. Everyone 6 months of age and older should get a flu vaccine, which can reduce flu illness, doctors' visits, missed work/school, and prevent hospitalizations.

Sat & Sun NOV 11-12, 18-19 matinees 3:00pm



"*Tamalko: A California Story*" from playwright Gina Cloud gives us a glimpse into the way of life of the Tamalko, or Coast Miwok. Talented local actors ranging in age from 10 to 75. For tickets GO TO: <http://tinyurl.com/yban335o> or call 707-484-8863

ONGOING EVENTS at Town Hall:

FOOD PANTRY THURS 2:00-2:45pm

Free fresh food for those who may need it. No strings.

YOGA ~ MON WED FRI 9:00am

Drop-Ins and beginners welcome. *Newcomers please come a few minutes early to sign in.* Mats to borrow, or bring your own.

TomalesTownHall@gmail.com ~ 707-879-8030

DRUID'S DINNER ~TUE Odd-Numbered Months 5:00 pm

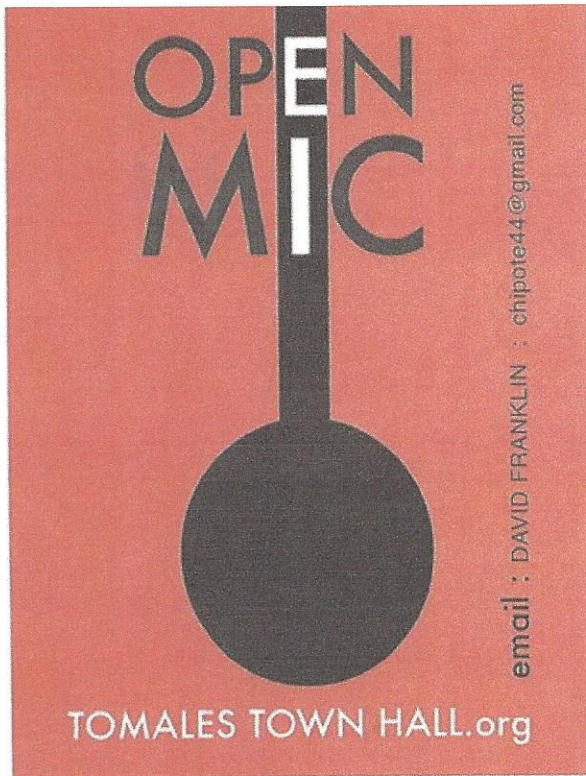
1st WED 7:30pm TOWN HALL Board Meeting

2nd WED 7:00pm TVCSD Board Meeting Tomales Village

Community Services District : *Give your input on Wastewater Plant & Community Park projects, budgets and more.*

2nd THURS 7:00-9:30pm OPEN MIC Music, Poetry, Talk Story, Performance Art... Come play, sing along, cheer & applaud, celebrate local talent! **BYOB & munchies. Coffee & tea served.**

2nd THURSDAY of the month
sign in 6:30 7:00-9:30pm



3rd WED 7:30pm Seasonal DESIGN REVIEW. Agenda at Post Office. Come weigh in on impacts of aesthetic, historical, planning, land use & development issues, and Film Commission Committee. To add items to the Agenda, please request 14 days in advance. tomalesdesignreview@gmail.com 707-879-8030 ACTIVELY RECRUITING NEW MEMBERS!

4th WED 6:30pm FINANCE COMMITTEE, TVCSD

4th MON 6:30pm PARK COMMITTEE, TVCSD (at Tomales Presbyterian Church)

--
SAVE THE DATES! Details TBA

Sat NOV 4 3:00-8:00pm CONCERT - 3 LIVE BANDS!

Featuring Jeffrey Manson, Ismay, and Zeb Zaitz:

Wine, Beer & Soft drinks for sale.

NOTE: The Annual Tomales Farm & Flea Market is now scheduled for Spring ~ May 2018. Stay tuned for details... Save your spring cleaning stuff!

~ Announcements ~



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services	<input checked="" type="checkbox"/>	HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition	<input type="checkbox"/>	HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial	<input type="checkbox"/>	HOME Rental Assistance	
CDBG Public Facilities/Improvements	<input type="checkbox"/>		

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
Richardson Bay			

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	17-18	16-17	15-16
Grant Amount	\$7,000	\$15,600	\$15,561
Amount Expended		\$15,600	\$15,561

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$20,000
PROGRAM/PROJECT NAME	Therapeutic Services for Marin Learning Center/ Manzanita Centers
ORGANIZATION/AGENCY NAME	Community Action Marin Child Development Program
MAILING ADDRESS	251 North San Pedro Rd., San Rafael, CA 94903
PROJECT SITE ADDRESS	100 Phillips Drive, Marin City, CA 94965
CONTACT PERSON & PHONE NUMBER	Liz Burns (510)847-0331
E-MAIL ADDRESS	Lburns@marinchild.org
WEBSITE	Camarin.org
ORGANIZATION DUNS#	98325392

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

The Marin Learning Center (preschool) continues to operate and develop its therapeutic program to serve the developing needs of the children and families it serves. In addition, this year, it has added the Manzanita Children's Center (TK, kindergarten and first grade children) as its third classroom. The center also focuses on kindergarten readiness, social and emotional development, self-regulation, language and culture, character development, community building, and environmental consciousness. The center, which serves 48 children, has experienced a significant increase in its Latino population. With this increase and the increasing stress levels migrant populations face as well as economic and racial discrimination, food insecurity and community gentrification issues in the Marin City community, CAM Child Development is moving towards a more trauma informed care service delivery model. The goal of the model is to provide support to children, staff and parents, through traditional and non traditional modalities. This request focuses on therapeutic services for the children using social skills play groups and individual support, as well as consultation with the staff and parents.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

By providing child development services to low income and working families at an affordable rate, parents are able maintain employment or obtain training leading to employment that then gives them the economic resources to obtain and maintain housing in a fair housing market. With community support and county wide advocacy efforts, fair housing will become available to these families.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

CAM Child Development Program staff are presently involved, with the support of the Marin Community Foundation, in doing a community wide survey to determine the actual number of low income, under served families with children 0-5. Once this information is obtained, we will focus outreach efforts to families who have previously not been able to enroll in child development programs in Marin City. CAM Child Development is partnering with Marin Horizon School, in a unique public/private partnership, and with scholarship funds from the Marin Community Foundation, is able to offer a toddler classroom to Marin City residents with no income or work requirements. Next year these scholarships will become available to preschool age children.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	1
Very Low-Income	21
Extremely Low	24

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian	1	
Black or African American	15	
Native Hawaiian or other Pacific Islander		
White	30	29
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial		
TOTAL	100%	
Female-Headed Households (out of above total)	25	

PROJECT MANAGEMENT & FINANCIAL DATA

- 11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:**

Yes. In the previous year, CDBG funding enabled the program to provide 312 hours of therapeutic support provided by the consulting therapist and mindful education instruction through movement and drumming. Therapeutic support included individual and small group sessions with children ages 3-5 (140 hours for 16 children) social skills, mindful education, therapeutic movement and music and small group sessions with children ages 3-5 (172 hours for 3 children).

- 12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:**

- 13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?**

We have been receiving CDBG public service funding for over 10 years. Projects are supervised by the Program Director of the CAM Child Development Department in collaboration with Community Action Marin's fiscal department. The Child Development Program also receives a small percentage offunding for its operations from the federal government as part of its state contracts.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

The CAM Child Development Program Director supervises and manages the therapeutic support services for the department. The CFO approves all expenditures and Financial Edge is used to track Revenue and Expenditures. The Child Development Program uses assessment and observation tools to assess and support social/emotional growth of the children, i.e. DRDP, CLASS, ECERS, Ages and Stages.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
	Design/ A/E	\$	
	(Construction items/materials)	\$	
CDBG	Therapeutic services	\$	
Marin Community Foundation	Therapeutic services	\$ \$14,000	7/1/18
	Permit fees	\$	
	Contingency	\$	
TOTAL	TOTAL	\$	

16. For HOME projects: Please describe how you will meet the 25% match requirement?


17. For HOME Projects are you a CHDO?

--

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. *(The general tasks for a construction project are provided below; please add tasks as needed)*

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	
Complete planning & environmental review	
Release bid package	
Select contractor	
Finalize contract	
Obtain building permits	
Start construction	
Complete Construction	

19. Please sign and date your application below:


Program Director

Signature/Title

11/20/17

Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services	<input checked="" type="checkbox"/>	HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition	<input type="checkbox"/>	HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial	<input type="checkbox"/>	HOME Rental Assistance	
CDBG Public Facilities/Improvements	<input type="checkbox"/>		

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			100%

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2017	2016	2015
Grant Amount	\$14241	\$6231	\$6200
Amount Expended	\$7371	\$6231	\$6200

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$15000
PROGRAM/PROJECT NAME	AFTER SCHOOL TRANSPORTATION PROGRAM
ORGANIZATION/AGENCY NAME	FAIRFAX-SAN ANSELMO CHILDREN'S CENTER
MAILING ADDRESS	199 Porteous Ave, Fairfax, CA 94930
PROJECT SITE ADDRESS	199 Porteous Ave, Fairfax, CA 94930
CONTACT PERSON & PHONE NUMBER	Heidi Tomskey, 415-454-1811
E-MAIL ADDRESS	hstomskey@comcast.net
WEBSITE	www.fsacc.org
ORGANIZATION DUNS#	04-495-0517

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

The grant would be used to help fund three part-time driving position as well as the cost, operation, repair, maintenance and vehicle insurance for our small fleet of five vans. Our transportation program provides transportation for our entire school-age program of 70 children, piking them up from Manor, Brookside, Hidden Valley, Wade Thomas and Ross Valley Charter. This application is a request for the continuation of funding for our transportation program from previous years. All of our children require transportation after school to our campus at the Deer Park School site in Fairfax, CA. We drive to all of the above mentioned schools at varying times throughout the day. The scheduling requires us to be flexible as the children have different schedules depending on campus, grade and school programs. Parents are unable to provide transportation for their children because of conflicting work and/or training schedules.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input checked="" type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

This project enables extremely low income families to continue their work and vocational training activities throughout the day without having to be worried about the well being of their children once they are out of school. This program provides families the ability to continue to work towards self sufficiency.

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

The Fairfax-San Anselmo Children's Center operates on a non-discriminatory basis, admitting families without regard to race, color, national origin, citizenship status, creed, religion, religious affiliation, national origin, ethnicity, age, gender, marital status, sexual orientation, gender identity, disability, or veteran status. Additionally, The State limits the Center's ability to explicitly do affirmative marketing. So the Center markets itself to Hispanic families through special features of its services, which has led to a high rate of participation among the Hispanic families in the vicinity. The Center hosts meetings of the school district for Spanish speaking families as well as supporting families with translation services for school parent-teacher conferences. The Center serves a child for 12 years for a child's life with siblings also that are also being served thus extending the possibility of a family receiving services. Program Director, Erik Schweningner runs a men's group for at the Center, involving a mix of Hispanic and non-Hispanic men. The focus of the men's group is coaching men to be more involved in their child's life. Our families are eligible for services based on state regulations which is very low family income and employment and/or vocational training activities. The majority of families served through our program are residents of Fairfax and San Anselmo. Our school age program has 60% Hispanic children currently enrolled for services. Local Hispanic families feel very much a part of the community of the Fairfax-San Anselmo Children's Center. All but two clients are supported by our state subsidy contract. The State requires us to maintain a waiting list and the Center use's the CEL (Centralized Eligibility List) administered by the Marin Child Care Council. The Council relies on self declarations of income for the CEL and the Center uses referrals from the CEL and then does it's own required income verification as part of the enrollment process. Income is then verified annually as part of a required re-certification process. To be eligible for state subsidy, the family must be income eligible and qualify under a need category (work, vocational training, homelessness, seeking employment, or referral from a social service agency due to abuse or neglect). The Council ranks applicants by needness according to state-approved criteria. The Center must choose the families with the highest need ranking who live in the vicinity of the Center. The regulations that govern the State funding prohibit the Center from doing outreach or marketing on the basis of race or ethnicity. However, the Center does outreach through local schools and through the initiatives described above.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	2
Very Low-Income	46
Extremely Low	23

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native	0	
Asian	1	
Black or African American	5	
Native Hawaiian or other Pacific Islander	0	
White	64	
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial		
TOTAL	100%	
Female-Headed Households (out of above total)	30	

PROJECT MANAGEMENT & FINANCIAL DATA

- 11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:**

The Fairfax-San Anselmo Children's Center has successfully transported children throughout the last school year and into the current school year. We manage several different school site pick up schedules and work very closely with families and schools to ensure the safety of all children in our transportation program. Without this service families would have no after school transportation for their children.

- 12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:**

All funds for this project have been spent.

- 13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?**

The Center has successfully managed funds from CDBG the California State Department of Education, Early Care and Education and the California Child and Adult Food Program for the past several years.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

Executive Director, Heidi Tomsy, is responsible for this project. She oversees the dispatcher, drivers and coordinator. Ms. Tomsy works closely with Program Director, Erik Schwening, to ensure the success as well as the health and safety of all children being transported. Our goal is to always provide safe and reliable transportation all of our school age children. The schedule for services follows the school calendar with summer transportation services being provided for children for daily summer activities such as swimming lessons and field trips.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
	Design/ A/E	\$	
	(Construction items/materials)	\$	
CDBG	\$15,000	\$ 0	
California State Department of Education, Donations	\$35000	\$ 35000	
	Permit fees	\$	
	Contingency	\$	
TOTAL	TOTAL 50000	\$ 35000	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

17. For HOME Projects are you a CHDO?

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. *(The general tasks for a construction project are provided below; please add tasks as needed)*

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	
Complete planning & environmental review	
Release bid package	
Select contractor	
Finalize contract	
Obtain building permits	
Start construction	
Complete Construction	

19. Please sign and date your application below:

Heidi M. S. Executive Director

 Signature/Title

11/20/17

 Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services	✓	HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial		HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
		5%	95% - Marin City, Richardson Bay

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2017/18	2016/17	2015/16
Grant Amount	\$5,671	\$15,000	\$17,200
Amount Expended	\$5,671	\$15,000	\$17,200

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$15,000
PROGRAM/PROJECT NAME	Performing Stars After School/Summer Programs
ORGANIZATION/AGENCY NAME	Performing Stars of Marin
MAILING ADDRESS	271 Drake Avenue, Marin City, CA 94965
PROJECT SITE ADDRESS	271 Drake Avenue, Marin City, CA 94965
CONTACT PERSON & PHONE NUMBER	Felecia Gaston, Executive Director 415 332-8316
E-MAIL ADDRESS	performingstars@sbcglobal.net
WEBSITE	www.performingstars.org
ORGANIZATION DUNS#	NA

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

Founded in 1990, Performing Stars seeks to give diverse, often marginalized, low-income children in Marin the opportunity to “reach for the stars” by participating in enrichment programs. The mission of Performing Stars is to build pride, character, discipline, and self-esteem in the hearts and lives of low-income, primarily minority, children. We achieve our mission through connecting youth and their families with arts, recreation, and other cultural enrichment programs that develop good work habits and positive social skills, enhance analytical thinking, improve communication skills, and increase professional readiness. Further, by exposing youth to county-wide experiences beyond young people’s cultural comfort zone, Performing Stars promotes important personal growth and transformation. Our students typically lack the transportation, nutrition, and equipment they need to “fit in” with the rest of the students, stay focused, and succeed. In addition to providing these services, we also take great care working with our program partners to place students in the right programs and to facilitate ongoing communication 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 right uniforms and equipment. They help them with life-skills, connect them and their families with additional community services, and mediate difficult cross-cultural interactions. We provide these additional services because we believe that every child wants the chance to be a star. Given the right support, positive reinforcement and recognition for achievement, he or she will “act out” and “star” in positive, rather than negative roles. By exposing youth to experiences outside of their typical cultural comfort zones and supporting them throughout all aspects of their experience, Performing Stars helps young people become productive, positive citizens, and skilled individuals capable of “performing” the leadership roles necessary to move the next generation toward success.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

While not focused on “fair housing,” it merits note that Performing Stars is located with Golden Gate Village, Marin City’s primary subsidized housing community and that the majority of students served come from affordable/subsidized housing within the low-income enclave nestled between two much higher-income communities (Mill Valley and Sausalito).

By providing access to arts, sports and technology enrichment, as well as to cultural events both within and beyond Marin City, Performing Stars affirmatively furthers fair housing by “providing access to opportunities” and by “transforming racially and ethnically concentrated areas of poverty [primarily Marin City and the Canal] into areas of opportunity.”

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

Performing Stars conducts extensive marketing throughout Marin City and the Canal, particularly emphasizing Golden Gate Village. In addition to flyers and Facebook posts, Performing Stars recruits from directly from schools and from within Golden Gate Village based on our on-site presence and prominent role in the community.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	25
Very Low-Income	75
Extremely Low	50

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native		
Asian	5	
Black or African American	95	
Native Hawaiian or other Pacific Islander		
White	45	35
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial		
TOTAL	100%	
Female-Headed Households (out of above total)	113	

PROJECT MANAGEMENT & FINANCIAL DATA

11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments?

Please describe:

Summer Camp Enrichment
In 2017 Performing Stars facilitated 70 summer camp scholarships, arranging for the scholarships and transporting children to and from their summer camp experiences throughout Marin and San Francisco. Summer Camp day camp partners included: Presidio Trekker & Junior Rangers, Marin Shakespeare Company, Stapleton Ballet, Marin Theater Company, Nature Bridge- Coastal Camp, Sailing Education Adventures, Branson High School – dance camp.

Week-long overnight camps included Salvation Army Camp Del Oro and YMCA Camp Jones Gulch

Afterschool Program
Across the school year, Performing Stars facilitated four after school programs:
• Branson High School Modern Dance – 10 3rd-5th grade Marin City girls participated in this class which was taught by Branson student volunteers. Please see attachment for more information.
• Branson High School Story Stars Reading Program – 10 2nd-3rd grade boys read with Branson student volunteers.
• Baton Twirling – Performing Stars offered this class to 15 Marin City youth
• Piano Wizard – This volunteer program supported in four elementary school students learn to play piano via a computer-based program.
Performing Stars also facilitated attendance for three girls at Stapleton School of Performing Arts on weekends throughout the year.

Digital Literacy
Eight 3rd-5th graders met regularly on Wednesdays to learn coding basics. On Thursdays, seven 2nd-3rd graders, all girls, came together to learn basic coding including creating programs while learning to collaborate with others, develop problem solving skills, and persist through difficult tasks. In the second part of the program, these young girls worked together to develop interactive games and stores. The girls also developed keyboarding skills, learning to type using Typing.com.

Enlighten Girls' Empowerment Program
Performing Stars hosted an extremely successful luncheon honoring Marin women-of-color in STEM attended by over 100 low-income young women-of-color and professional women mentors for the girls. In addition to this afternoon event, Performing Stars hosted a series of "bootcamp" events focused on both workforce readiness and STEM career exposure.

Community Events
Performing Stars facilitated several powerful community events including a performance in April in which young Marin City girls performed as female pioneers throughout history and young men performed a rap about the America's first 44 Presidents. Performing Stars also brought former Golden State Warrior, Adonal Foyal, to the community for a reading and book signing. In November, Performing Stars produced a Veterans' Day celebration and parade honoring the 300 Marin City residents who have served in the Armed Services since WWII.

12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:

Performing Stars does not have any fund balances.

13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?

Performing Stars has successfully administered Marin County CDBG funding for the last 26 years. Performing Stars complies with all prevailing wage requirements.

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

All programming will be overseen by Felecia Gaston, Performing Stars' Founder and Executive Director, who has been actively managing the program since its inception. No authorizations or approvals are needed for the project to continue.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
	Design/ A/E	\$	
	(Construction items/materials)	\$	
Foundations & Corporate Sponsors (MCF, Do A Little Foundation, Jeni	Performing Stars programs & capacity development	\$ 127,000	various grant period end dates in 2018
Govt (Marin City Community Services District, CDBG)	Performing Stars Programing	\$ 25,000	Community Services District committed for cur
	Permit fees	\$	
	Contingency	\$	
TOTAL	TOTAL	\$ \$152,000	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

NA

17. For HOME Projects are you a CHDO?

NA

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	
Complete planning & environmental review	
Release bid package	
Select contractor	
Finalize contract	
Obtain building permits	
Start construction	
Complete Construction	

19. Please sign and date your application below:

Felecia Gaston, Founder & Executive Director

Signature/Title

11/20

Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services	✓	HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial		HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			100%

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2015/2016	2016/2017	2017/2018
Grant Amount	\$4,705	\$4,756	\$4,000 (not yet billed)
Amount Expended	\$200,325	\$207,775	

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$10,000
PROGRAM/PROJECT NAME	Care Management services for the elderly in rural West Marin.
ORGANIZATION/AGENCY NAME	West Marin Senior Services
MAILING ADDRESS	P.O. Box 791, Pt. Reyes Station, CA 94956
PROJECT SITE ADDRESS	11435 State Route One, Pt. Reyes Station, CA 94956
CONTACT PERSON & PHONE NUMBER	Pam Osborn (415) 663-8148 x101
E-MAIL ADDRESS	pam@wmss.org
WEBSITE	www.wmss.org
ORGANIZATION DUNS#	n/a

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

Since 1976, West Marin Senior Services (WMSS) has provided support services to help seniors live safely and with dignity in rural West Marin. The programs developed by WMSS allows seniors to remain in their own homes, independently for as long as possible. These programs require extensive and continual support from our four (4) Care Managers. As a private, non-profit corporation, WMSS with the help of professional staff, volunteers and other community resources, serves as a safety net for seniors in our community which encompasses fourteen (14) towns and over 325 square miles. We work collaboratively with many organizations, including the local County Health and Human Services Department staff, Hospice of Petaluma, Hospice by the Bay, private physicians, and clinics, local community centers, congregations, CalFresh, HICAP and other non-profit organizations that assist older adults.

Specifically, WMSS provides the following services which benefits seniors in West Marin:

- Care Management: develop care plans for people at risk to ensure they have food, medication, a safe home and emotional support.
- Home Care Referrals: recruit, screen and refer qualified home-care workers to seniors and their families. Provide grants to family care-givers to relieve the stress of ongoing care. In collaboration with the Public Authority, WMSS Care Registry helps provide IHSS care-givers to seniors on Medical.
- Transportation Assistance: Collaborating with Marin Transit in arranging rides to medical appointments, activities and errands primarily through our volunteer driver program, TripTrans. Transportation in Need Grant (TING) where paid drivers are reimbursed for their time and mileage to transport seniors with the most critical needs to such places as San Francisco and Davis for more intensive medical care.
- Nutrition Programs: WMSS Home Delivered Meals program serves all towns throughout West Marin. WMSS supports the congregate meal programs in West Marin and sponsors the luncheon in Pt. Reyes Station.
- Equipment Loans: Loan home-care equipment such as walkers, commodes and wheelchairs.
- Community Education and Wellness: Sponsors workshops, exercise classes support groups and senior activities to promote healthy lifestyles in collaboration with other community organizations.
- Information and Referrals: make frequent referrals to government agencies and assist clients to obtain benefits.

WMSS has seen a significant increase in calls for assistance with identifying and securing affordable housing for older adults in West Marin. We have seen a dramatic increase in short term rentals which has directly contributed to the near extinction of an affordable market for older adults, local workforce and young families. This has led to a significant increase in older adults who are increasingly precariously housed or experiencing homelessness and having to relocate out of West Marin to meet their housing needs. In collaboration with WMSS Care Managers and the Community Land Trust Association of West Marin (CLAM), there is an increased willingness of local seniors to consider home sharing options to address their needs for help with household chores, personal safety, companionship, offset the rising costs of rents, taxes, utilities and maintenance. In addition, there is increased willingness of local senior homeowners to consider home-sharing or junior auxiliary dwelling units as an alternative and affordable way of meeting housing needs. WMSS, in collaboration with CLAM, was awarded a grant from the Dominican Sisters of San Rafael to identify and place local seniors who are precariously housed or who are experiencing homelessness in local auxiliary of junior auxiliary dwelling units.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

n/a

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

WMSS targets our comprehensive services to those who are physically compromised, aging and/or frail, undernourished, in need of transportation, who may need help in the home or who could benefit from a “friendly visitor”. The largest percentage of Marin’s elderly poor live in rural, West Marin. Rural elders have limited access to community services and are often adamantly self-reliant, reclusive and apprehensive of assistance. County wide services are located too far away to be appropriately accessed, and transportation is very limited. Our home care and Care Management services are crucial to the elder population in order to avoid institutionalization and to help keep them living in their homes with dignity and self-respect. Two (2) of our Care Managers and our Associate Director, who is an R.N., live in West Marin and the communities they serve, and all of them are active with other community organizations, which helps to dispel the reluctance of our clients to utilize our services. WMSS is the only organization that provides safety net support/services to seniors in West Marin.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	16
Very Low-Income	30
Extremely Low	89

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native	1	0
Asian	1	0
Black or African American	4	0
Native Hawaiian or other Pacific Islander		
White	235	0
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial	2	2
TOTAL	100%	
Female-Headed Households (out of above total)	52	0

PROJECT MANAGEMENT & FINANCIAL DATA

- 11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:**

2014/2015 - \$4,100 - Home care assistance for the elderly.
\$14,151 - Rehabilitation of senior assisted living house.

2015/2016 - \$4,705 - Home care assistance for the elderly program.
\$9,429 - Rehabilitation of Stockstill House.

2016/2017 - \$4,756 - Home care referrals and assistance for the elderly and disabled.
\$7,798 - Rehabilitation of senior assisted living house.

WMSS has met and accomplished all of our goals.

- 12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:**

West Marin Senior Services currently does not have a balance from previous year's CDBG funding. \$4,000 for 2017/2018 has yet to be billed.

- 13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?**

West Marin Senior Services has many years experience in administering federal grant programs. These programs include:

Community Development Block Grant (CDBG), 15 years
Area Agency on Aging (AAA), 18 years
Alzheimer's Association, 10 years

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

Maurice "Skip" Schwartz, Executive Director oversees WMSS as a whole. Pam Osborn, R.N., Associate Director, oversees all WMSS programs. Connie Mart, Controller, manages all financial aspects of WMSS.

WMSS works diligently to obtain accurate data on all of the services we provide.

Care Managers produce a detailed assessment of clients while in their homes. Information such as demographics, income levels, living arrangements, emergency contacts, emergency contact information, medications list, ADL's (Activities of Daily Living), IADL's (Instrumental Activities of Daily Living) nutrition assessment and medical history are recorded. Once this information is obtained, client and family needs are determined and care plans are developed. This data is entered securely into CARS (California Aging Reporting System). Various reports are available from CARS that allow WMSS to evaluate our progress.

The Care Management team keeps track on a monthly basis other data such as the number of assessments or reassessments, active, moved or deceased clients, number of home visits, number of caregiver placements, collaborative workshops/classes/events, number of I & R calls as well as hospital discharge planner calls. This specific data is entered into an Excel spreadsheet and summarized for the WMSS office as a whole.

WMSS Program Manager reviews all individual assessments or reassessments, monthly statistics and Care Management logs from all Care Managers, care management plans are also reviewed and approved. This data is then entered into CARS by the Administrative Assistant and the Executive Assistant enters the data into the Excel summary spreadsheet.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
n/a	Design/ A/E	\$ n/a	n/a
n/a	(Construction items/materials)	\$ n/a	n/a
CDBG	Care Management salaries	\$ 10,000	2018/2019
Corporate, foundation & individual contributions	Care Management salaries	\$ 50,000	2018/2019
n/a	Permit fees	\$ n/a	n/a
n/a	Contingency	\$ n/a	n/a
TOTAL	TOTAL	\$ 60,000	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

n/a

17. For HOME Projects are you a CHDO?

n/a

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	n/a
Complete planning & environmental review	n/a
Release bid package	n/a
Select contractor	n/a
Finalize contract	n/a
Obtain building permits	n/a
Start construction	n/a
Complete Construction	n/a

19. Please sign and date your application below:

Pam Osborn, R.N., Associate Director

Signature/Title

11/14/2017

Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
3501 Civic Center Drive #308
San Rafael, CA 94903
Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED



2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. You may apply under multiple categories.

CDBG Public Services	✓	HOME Housing Construction/Acquisition	
CDBG Housing Construction/Acquisition		HOME Housing Rehabilitation	
CDBG Rehabilitation: residential/commercial		HOME Rental Assistance	
CDBG Public Facilities/Improvements			

2. Indicate what geographic area your project will serve or where it will be located. For Public Services and non-housing projects, which planning area(s) will the project serve? Please indicate approximate % of services provided in each area. For Housing projects, please indicate where your project is located.

Planning Areas	Novato	San Rafael	Countywide
			100%

3. What prior years have you been funded by CDBG/HOME (for applicants applying who have existing funding)

Year Funded	2015/2016	2016/2017	2017/2018
Grant Amount	\$4,705	\$4,756	\$4,000 (not yet billed)
Amount Expended	\$200,325	\$207,775	

4. General Information:

CDBG/HOME FUNDING AMOUNT REQUESTED	\$8,500
PROGRAM/PROJECT NAME	Senior Nutrition and Activity
ORGANIZATION/AGENCY NAME	West Marin Senior Services
MAILING ADDRESS	P.O. Box 791
PROJECT SITE ADDRESS	11435 State Route One
CONTACT PERSON & PHONE NUMBER	Pam Osborn (415) 663-8148 x101
E-MAIL ADDRESS	pam@wmss.org
WEBSITE	www.wmss.org
ORGANIZATION DUNS#	

5. Project Description: Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

Since 1976, West Marin Senior Services (WMSS) has provided support services to help seniors live safely and with dignity in rural West Marin. The programs developed by WMSS allows seniors to remain in their own homes, independently for as long as possible. These programs require extensive and continual support from our four (4) Care Managers. As a private, non-profit corporation, WMSS with the help of professional staff, volunteers and other community resources, serves as a safety net for seniors in our community which encompasses fourteen (14) towns and over 325 square miles.

WMSS is a recognized leader in providing weekly congregate meals – Socialization is an important aspect of congregate meals that is essential in combating self-isolation that can be so detrimental to the wellbeing of rural seniors. West Marin Senior Services Nutrition Program Manager organizes and advertises this program which requires strict guidelines for nutrition and food handling. WMSS also partners with West Marin Community Services and EAH housing to bring more fresh fruits and vegetables to its congregate meal site in Pt. Reyes Station. WMSS also sponsors a weekly exercise class; Seated Zumba, before the congregate meal and a seasonal swim program to get seniors out on Tomales Bay when weather permits. Limited funding for the organic meals (from Good Earth) and site rental fees is received by the County of Marin. The Seated Zumba class, taught by a local athletic trainer, is solely funded by WMSS and is a popular class for West Marin seniors. Donations for this class is encouraged but those funds don't cover the costs incurred by WMSS. Excellent nutrition and exercise benefits all those in the community who participate in these programs.

WMSS has seen a significant increase in calls for assistance with identifying and securing affordable housing for older adults in West Marin. We have seen a dramatic increase in short term rentals which has directly contributed to the near extinction of an affordable market for older adults, local workforce and young families. This has led to a significant increase in older adults who are increasingly precariously housed or experiencing homelessness and having to relocate out of West Marin to meet their housing needs. In collaboration with WMSS Care Managers and the Community Land Trust Association of West Marin (CLAM), there is an increased willingness of local seniors to consider home sharing options to address their needs for help with household chores, personal safety, companionship, offset the rising costs of rents, taxes, utilities and maintenance. In addition, there is increased willingness of local senior homeowners to consider home-sharing or junior auxiliary dwelling units as an alternative and affordable way of meeting housing needs. WMSS, in collaboration with CLAM, was awarded a grant from the Dominican Sisters of San Rafael to identify and place local seniors who are precariously housed or who are experiencing homelessness in local auxiliary of junior auxiliary dwelling units.

6. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

7. How will this project Affirmatively Further Fair Housing?

n/a

8. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

WMSS targets our comprehensive services to those who are physically compromised, aging and/or frail, undernourished, in need of transportation, who may need help in the home or who could benefit from a “friendly visitor”. The largest percentage of Marin’s elderly poor live in rural, West Marin. Rural elders have limited access to community services and are often adamantly self-reliant, reclusive and apprehensive of assistance. County wide services are located too far away to be appropriately accessed, and transportation is very limited. Our home care and Care Management services are crucial to the elder population in order to avoid institutionalization and to help keep them living in their homes with dignity and self-respect. Two (2) of our Care Managers and our Associate Director, who is an R.N., live in West Marin and the communities they serve, and all of them are active with other community organizations, which helps to dispel the reluctance of our clients to utilize our services. WMSS is the only organization that provides safety net support/services to seniors in West Marin.

9. Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the income level table in attachment A to estimate the income level of people served):

Low-Income	16
Very Low-Income	30
Extremely Low	89

10. Estimate the demographics to be served by the program/project (see terms below):

Ethnic Category	Total Persons	Of the total, those identifying as Hispanic
American Indian or Alaskan Native	1	
Asian	1	
Black or African American	4	
Native Hawaiian or other Pacific Islander		
White	235	
American Indian <i>and</i> White		
Asian <i>and</i> White		
Black <i>and</i> White		
American Indian <i>and</i> Black		
Multi-Racial	2	2
TOTAL	100%	
Female-Headed Households (out of above total)	52	

PROJECT MANAGEMENT & FINANCIAL DATA

11. If funded previously, list your past specific accomplishments/activities and goals of your organization/agency using CDBG/HOME funds. Did you meet these goals and accomplishments? Please describe:

2014/2015 - \$4,100 - Home care assistance for the elderly.
\$14,151 - Rehabilitation of senior assisted living house.

2015/2016 - \$4,705 - Home care assistance for the elderly program.
\$9,429 - Rehabilitation of Stockstill House.

2016/2017 - \$4,756 - Home care referrals and assistance for the elderly and disabled.
\$7,798 - Rehabilitation of senior assisted living house.

WMSS has met and accomplished all of our goals.

12. If your agency received CDBG/HOME funds previously, please explain any remaining fund balance:

West Marin Senior Services currently does not have a balance from previous year's CDBG funding. \$4,000 for 2017/2018 has yet to be billed.

13. What is your experience with administering federal grant programs? For Housing and Construction projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?

West Marin Senior Services has many years experience in administering federal grant programs. These programs include:

Community Development Block Grant (CDBG), 15 years
Area Agency on Aging (AAA), 18 years
Alzheimer's Association, 10 years

14. Describe who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue. For Housing and Construction projects, list any entitlements that are necessary for the project:

Maurice "Skip" Schwartz, Executive Director oversees WMSS as a whole. Pam Osborn, R.N., Associate Director, oversees all WMSS programs. Connie Mart, Controller, manages all financial aspects of WMSS.

WMSS works diligently to obtain accurate data on all of the services we provide.

Care Managers produce a detailed assessment of clients while in their homes. Information such as demographics, income levels, living arrangements, emergency contacts, emergency contact information, medications list, ADL's (Activities of Daily Living), IADL's (Instrumental Activities of Daily Living) nutrition assessment and medical history are recorded. Once this information is obtained, client and family needs are determined and care plans are developed. This data is entered securely into CARS (California Aging Reporting System). Various reports are available from CARS that allow WMSS to evaluate our progress.

The Care Management team keeps track on a monthly basis other data such as the number of assessments or reassessments, active, moved or deceased clients, number of home visits, number of caregiver placements, collaborative workshops/classes/events, number of I & R calls as well as hospital discharge planner calls. This specific data is entered into an Excel spreadsheet and summarized for the WMSS office as a whole.

WMSS Program Manager reviews all individual assessments or reassessments, monthly statistics and Care Management logs from all Care Managers, care management plans are also reviewed and approved. This data is then entered into CARS by the Administrative Assistant and the Executive Assistant enters the data into the Excel summary spreadsheet.

15. Project Budget: List the activities and/or items for your entire project budget including CDBG/HOME funds and all other funding sources.

Funding Source (e.g. CDBG)	Uses	\$ Amount Committed	Date
n/a	Design/ A/E	\$ n/a	n/a
n/a	(Construction items/materials)	\$ n/a	n/a
CDBG	Exercise instructor, congregate meals & site rental	\$ 8,500	2018/2019
Corporate, foundation & individual contributions	Exercise instructor, congregate meals & site rental	\$ 3,500	2018/2019
n/a	Permit fees	\$ n/a	n/a
n/a	Contingency	\$ n/a	n/a
TOTAL	TOTAL	\$ 12,000	

16. For HOME projects: Please describe how you will meet the 25% match requirement?

n/a

17. For HOME Projects are you a CHDO?

n/a

18. HOUSING AND CAPITAL ONLY: Project Timeline: List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	n/a
Complete planning & environmental review	n/a
Release bid package	n/a
Select contractor	n/a
Finalize contract	n/a
Obtain building permits	n/a
Start construction	n/a
Complete Construction	n/a

19. Please sign and date your application below:

Pam Osborn, R.N., Associate Director

Signature/Title

11/14/2017

Date

Attachments

- A. Notice of funding availability (NOFA)
- B. Definitions of terms
- C. Income Limits

Applications may be submitted via email, mail or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
3501 Civic Center Drive #308
San Rafael, CA 94903
Attn: Federal Grants

Application submittal deadline is Monday, November 20, 2017 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED