



THE CITY OF  
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CALIFORNIA

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## STAFF REPORT

DATE: March 13, 2018  
TO: City Council  
FROM: Hans Grunt, Senior Planner  
PRESENTER: Hans Grunt, Senior Planner  
SUBJECT: **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING  
RECOMMENDATIONS FOR FY 2018-19**

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### **REQUEST**

Consider adopting a resolution recommending Community Development Block Grant (CDBG) funding for the 2018-19 fiscal year to the Marin County Board of Supervisors for the Novato Planning Area.

### **RECOMMENDATION**

Adopt a resolution recommending CDBG funding for fiscal year 2018-19 to the Marin County Board of Supervisors for the Novato Planning Area.

### **DISCUSSION**

The Community Development Block Grant (CDBG) program is a federally-funded program of the U.S. Department of Housing and Urban Development (HUD) that provides funding for housing, community facilities, and human services. In Novato, examples of CDBG-funded projects have included site acquisition for transitional housing, development of affordable housing, rehabilitation of child care centers, and a wide range of public services. The funds are divided into three activity categories consisting of: 1) housing, 2) capital projects, and 3) public services. By Federal regulation at least 85% of the funds must be spent on housing and capital projects, and up to 15% may be sent on public services. The Council has the option to adjust the public service percentage on an annual basis, however it cannot exceed 15% of Novato's grant. The Council could choose to allocate 0% of the CDBG allocation to public services. Historically, the maximum of 15% has been allocated towards public services.

In 2017, the City signed a Cooperation Agreement with Marin County regarding the management of the CDBG program. Under this Agreement, Marin County is divided into three local planning areas. Funding recommendations are overseen by a Countywide Priority Setting Committee made up of City and Town Council members, a County Supervisor, and community members representing members of the protected classes under fair housing laws. Due to the fact that Novato has a population of over 50,000 residents, under the Cooperation Agreement, the City may choose to assume responsibilities for making its own recommendations for funding projects in the Novato Planning Area (consisting of the City and the surrounding unincorporated areas) to the Countywide Priority Setting Committee. On September 22, 2009 the City Council elected to assume responsibility for making funding recommendations for all CDBG applications in the Novato Planning Area. After the City Council makes its recommendations they are considered by the Countywide Priority Setting Committee. Next the Countywide Priority Setting Committee makes recommendations to the Board of Supervisors which has final approval authority prior to sending the recommendations to HUD.

## **CDBG Funding Update - Federal**

Funds for Marin's 2018-19 CDBG program come from the federal budget for Fiscal Year 2019, which runs from October 1, 2018 to September 30, 2019. Although there is considerable uncertainty about the federal budget, at this time, Marin County's CDBG allocation is estimated at \$1,367,394, the same grant amount as last year's and some program income received by the County. Of this total, Novato's allocation would be \$234,470. From the total allocation a maximum of 15% or \$67,360 can be used for public services, a minimum 40% or \$93,788 must be spent on Housing, and the remaining 35% or \$73,322 can be spent on either housing or capital projects.

### **Evaluation Guidelines**

Consistent with the requirements of the US Department of Housing and Urban Development and CDBG funding, staff consider applicants who:

- (a) Provide benefit to a majority of low and moderate-income persons.
- (b) Affirmatively further fair housing.
- (c) Serve protected classes under federal fair housing law.
- (d) Engage in affirmative marketing.

Over the years the City Council has adopted further evaluation criteria. In 2007 guidelines for housing and capital projects were adopted giving greater preference to projects that:

- (a) Are more "project ready" such as obtaining site control, land use entitlements or secured financing.
- (b) Are City of Novato initiated.
- (c) Have shown a history of acceptable performance of past grants.
- (d) Can expend the funds in a timely fashion.

The additional guidelines for public service projects were adopted following September 22, 2009, when the Council was presented with a set of draft public service application review guidelines that gave primary preference to City sponsored senior services. Councilmembers stated during the Council meeting that the draft guidelines were too restrictive and that youth, families, and those with economic needs should also be included.

The City Council adopted guidelines to give greater consideration to public service applicants that:

- (a) Are City of Novato programs or are City sponsored.
- (b) Provide services to Novato residents, youth, families and older adults, emphasizing economic needs.
- (c) Have a history of successfully managing past grants.
- (d) Can expend the funds in a timely fashion.

In addition to the criteria set forth by both HUD and the Novato City Council, staff consider the following criteria in evaluating applications:

- (a) Need for service
- (b) Organizational capacity
- (c) Availability of existing services

### **HOUSING PROJECTS**

Four housing projects submitted applications for funding from the Novato Planning Area. Three of these projects serve the entire County and have a total funding request of \$730,000. The Novato portion of these Countywide projects is \$144,500; which is based on the share of

Novato residents served. The combined requests for both the Novato specific project and the Novato portion of the Countywide projects is \$427,525.

### **Recommended for Funding**

Staff recommend three of four housing applications, totaling \$144,433 in CDBG grant funding.

Mill Street Center Emergency Shelter (Homeward Bound of Marin) \$62,000  
Homeward Bound of Marin (HBM), a provider of housing and support services for homeless families and individuals, requests \$200,000 in CDBG funds for predevelopment costs to demolish and reconstruct the Mill Street Center Emergency Shelter (MSC). The MSC is the County's only permanent emergency shelter for homeless adults which serves all of Marin County. The proposed project will replace the current one-story building with a four-story structure. The new configuration will provide parking on the first floor, emergency shelter services on the second-story, and 30 units of permanent supportive housing on the third and fourth floors. This new design will allow Homeward Bound of Marin to increase the emergency shelter use permit by 20 beds, from 40 to 60. In addition, the 30 units of permanent supportive housing will target chronically homeless adults identified through the County's Coordinated Entry program. HBM currently operates 16 emergency shelters and supportive housing programs with a 17th coming later this year. The Mill Street Center serves as the point of entry for all homeless adult services and is an important component of the Marin County homeless safety-net. HBM is in ongoing conversation with the City of San Rafael on entitlements for the property, has identified over \$8 million in potential funding sources, and garnered significant support from local and state level politicians representing Marin. If their application is successful it is anticipated these predevelopment funds would be spent in the fall of 2018, with construction beginning in early 2019. Staff recommend funding \$62,000, the full amount allocated to the Novato planning area. This amount represents 31% of the total project request, which is Novato's share of the countywide homeless population as identified in the 2017 Point-in-Time Count.

Rehabilitation Loan Program (Marin Housing Authority) \$74,933  
Marin Housing Authority (MHA), a public corporation created to provide decent, safe and sanitary housing for low and moderate-income people, requests \$500,000 in CDBG funds to provide rehabilitation loans to low, very low, and extremely low-income homeowners in Marin County. The request includes funds to administer the program and provide additional capital to increase the number of loans. The program is available to owner-occupants of single family homes, condominiums, floating homes docked in approved berths, mobile homes located within a mobile home park, and non-profit group homes serving special populations. These funds are specifically designated for urgent home repairs, correcting substandard housing conditions, eliminating health and safety hazards, and legalizing and/or creating second units within an existing house where permitted by local ordinance. New loans range from \$5,000 to \$35,000, with the average being \$25,000. The program offers different loan structures based on a borrower's ability to pay including amortized loans, interest-only loans, and deferred payment loans. Borrowers with very low and extremely low-incomes benefit most from deferred loans where principal and accrued interest are due upon sale of the property. MHA's long-standing role administering this loan program has resulted in over \$15 million in capital investments to improve living conditions for lower income homeowners in Marin County. Staff recommend funding of \$74,933, from the Novato planning area. This amount represents 15% of the total project request, which is the percentage of projects completed in Novato.

Residential Access Modification Program (Marin Center for Independent Living) \$7,500  
Marin Center for Independent Living (MCIL), a provider of services to assist persons with all types of disabilities achieve their maximum level of sustainable independence, requests \$30,000 in CDBG funds to provide home modifications to increase accessibility for clients. The request would provide 10 to 15 home modifications for low, very low, and extremely low-income individuals ranging from grab bars and ramps to stair lifts and kitchen lowering. Through these enhancements and minor remodeling efforts, individuals who are at risk of losing their independence and being confined in nursing homes can remain in place. Most clients served are renters who do not have the ability to take out loans against the property to finance such improvements. Although landlords are required to make reasonable accommodations for disabled tenants, they are not obligated to finance those modifications. MCIL staff work with clients to garner approval from landlords, determine project specifications, build out workplans, solicit bids, and oversee the work done. MCIL has nearly 30 years of experience providing this critical service in Marin County. Staff recommend funding of \$7,500, the full share allocated to the Novato planning area. This amount represents 25% of the total project request, which is the percentage of projects MCIL completes in Novato.

Wilson House ADU (Lifehouse Inc.) \$0  
Lifehouse Inc., a provider of personalized support services and housing opportunities for adults with developmental disabilities, requests \$283,025 for the development and construction of an accessory dwelling unit (ADU) at their Novato location. The ADU will provide two bedrooms and two bathrooms in a large, under-utilized backyard. These housing units would be available to adults with developmental disabilities referred to Lifehouse Inc. by the Golden Gate Regional Center, a contractor of the California Department of Developmental Services. This project represents a shift in strategy for Lifehouse Inc.'s utilization of CDBG funds and leverages recent state and local policy change supporting the development of ADU's to grow affordable housing stock. While staff support this project and its potential to add new housing for members of a protected class, the development is not eligible for CDBG funds which can be used for rehabilitation of existing housing and site acquisition. Staff are unable to recommend funding due to CDBG's prohibition on the utilization of funds for new construction of housing.

## **CAPITAL PROJECTS**

Two applications for capital projects serving the Novato Planning Area were received, totaling \$102,677. There are no applications for Countywide capital projects.

### **Recommended for Funding**

Staff recommend one of the two funding requests for capital projects totaling \$22,677 in CDBG monies:

C Street Campus Renovation & Facility Expansion (North Bay Children's Center) \$0  
North Bay Children's Center (NBCC), a childcare provider serving children ages six months through five years old, requests \$80,000 in CDBG funds to support pre-development costs of their C Street campus facility expansion. The campus is currently made up of a collection of portable buildings that were on the site prior to NBCC's arrival in 1995. Many of the modular units are in need of significant repairs and some are no longer safe to use. The rebuild and expansion of the campus will include eight state of the art early education classrooms, a teacher training center, and a gathering hall. In addition, it will include a re-designed and expanded Garden of Eatin' program, where

children learn healthy habits and how to make smart food choices through a comprehensive, hands-on garden based curriculum. With nearly 70% of NBCC clients being low, very low, and extremely low income, the expansion of the facility will allow NBCC to serve these children in a safe, healthy, state of the art facility comparable to the facilities available to moderate and higher income peers. NBCC currently has unspent funds totaling \$88,453. \$18,453 of these resources are designated for site repairs, while \$70,000 are earmarked for pre-development of the new facility. Given the unspent balances, staff does not recommend funding for the North Bay Children's Center renovation and facility expansion. Moving forward NBCC is encouraged to spend down funds currently available and apply for additional resources as the projects progresses.

Flooring Rehabilitation (North Marin Community Services - Youth Center) \$22,677  
North Marin Community Services (NMCS), the newly merged Novato Youth Center and Novato Human Needs Center, is requesting \$22,677 in CDBG funds to replace flooring throughout their youth services building. The facility is home to the organizations child development programs which serves 225 youth annually, 60% of which are lower-income, and provides space for affordable winter soccer leagues, developmental playgroups for low-come families, and gathering spaces for community events. The funding would replace vinyl flooring in the child development dining room, Kindergarten classroom, and fourth grade classroom and bathroom. In addition, new carpeting would be installed in three child development administrative offices, stairwells, second floor hallway, and the community-based counseling program office. These improvements will allow the space to remain a safe place for youth and families and permit staff to work more efficiently. Staff recommend \$22,677 to complete the flooring rehabilitation project.

## **PUBLIC SERVICE PROJECTS**

As stated previously, based on County estimates, the City is expected to receive an allocation of approximately \$234,470 for 2018-19. A maximum of 15% of available CDBG funds may be applied to public services. Novato's share of the amount the entire Marin County CDBG program can spend on public services is \$67,360. A total of 11 applications for public service funding were submitted—eight Countywide projects and three serving Novato only. The eight projects serving the entire County have a total funding request of \$385,500, with \$101,605 earmarked for Novato programming based on the percentage of residents served who live in Novato. The combined requests for both the Novato specific projects and the Novato portion of the Countywide projects is \$162,605.

### **Recommended for Funding**

Staff recommend allocating the full amount allowable for public service, \$67,360, to support funding for six of the eleven public service projects (bolded in the chart below). Through these recommendations the Novato Planning Area will contribute to providing childcare scholarships to approximately 18 lower-income children; nearly 1,700 vulnerable older adults will receive supports allowing them to remain at home; 235 residents will receive fair housing services including counseling, discrimination investigation, and legal representation; 50 individuals and their children will access domestic violence services and legal support; and approximately 90 very low and extremely low-income, undocumented residents will receive urgent, primary, and specialty health care services. Unfortunately, with the limited public service funding available, it will be not be possible to provide needed funding for many important services.

Organization	Request	FY 18-19 Recommendation	FY 17-18 Funded Amount
Bridge to Bridge Fund * <i>American Nonprofits</i>	\$19,500	\$0	N/A
Marin Mobile Care * <i>Downtown Streets Team</i>	\$29,605	\$0	N/A
<b>Novato Independent Elders Program</b> <b><i>Episcopal Senior Communities</i></b>	\$26,000	<b>\$20,000</b>	\$15,000
<b>Fair Housing Services *</b> <b><i>Fair Housing Advocates of Northern CA</i></b>	\$19,500	<b>\$15,600 **</b>	\$ 70,000***
<b>Domestic Violence Legal Services *</b> <b><i>Family &amp; Children's Law Center</i></b>	\$3,300	<b>\$3,300</b>	N/A
Schurig Center Services * <i>Marin Brain Injury Network</i>	\$5,700	\$0	\$9,704 ***
<b>Childcare Scholarships</b> <b><i>North Bay Children's Center</i></b>	\$20,000	<b>\$12,460 **</b>	\$11,479
<b>Youth Center-Scholarships</b> <b><i>North Marin Community Services</i></b>	\$15,000	<b>\$15,000 **</b>	\$15,000
<b>RotaCare Clinic *</b> <b><i>RotaCare Bay Area</i></b>	\$10,000	<b>\$1,000 **</b>	\$10,000 ***
Senior Access Scholarships * <i>Senior Access</i>	\$10,000	\$0 **	\$17,788 ***
Fifty Plus Employment * <i>YMCA San Francisco &amp; Marin</i>	\$13,000	\$0	N/A
<b>Public Services Subtotal</b>		<b>\$67,360</b>	

\* Countywide request

\*\* Has a balance of unspent public service funds from previous year(s)

\*\*\* Previously funded out of other planning areas

A list of all the applications that were submitted for the Novato Planning Area and Countywide projects serving Novato is attached as Exhibit A in the draft Resolution. Exhibit A also includes staff's recommendations for allocating Novato's CDBG funds. The applications for the Novato Planning Area and the Countywide funds can be accessed online via these links:

CDBG Novato Planning Area applications:

[https://www.marincounty.org/~media/files/departments/cd/federal-grants/2018\\_19/2018\\_19-applications-and-psc-notices/201819-cdbg-novato-funding-applications.pdf?la=en](https://www.marincounty.org/~media/files/departments/cd/federal-grants/2018_19/2018_19-applications-and-psc-notices/201819-cdbg-novato-funding-applications.pdf?la=en)

CDBG Countywide applications:

[https://www.marincounty.org/~media/files/departments/cd/federal-grants/2018\\_19/2018\\_19-applications-and-psc-notices/201819-cdbg-countywide-funding-applications.pdf?la=en](https://www.marincounty.org/~media/files/departments/cd/federal-grants/2018_19/2018_19-applications-and-psc-notices/201819-cdbg-countywide-funding-applications.pdf?la=en)

## **ALTERNATIVES**

1. Make allocations of CDBG funding as recommended by staff.
2. Make different allocations of CDBG funding. (Funds may be shifted between categories, but the Public Service category cannot exceed \$67,360.)
3. Let the Countywide Priority Setting Committee provide a recommendation for Novato Planning Area funding requests.
4. Provide direction to staff.

## **FISCAL IMPACT**

There is no direct cost or revenue impact generated by the recommended action as the City is directing HUD funds to specific projects. Allocating funds to potential City projects may allow City general and capital funds to be allocated to other priorities.

## **ATTACHMENTS**

- A. FY 2018-19 CDBG Project Allocations
- B. Public Service Project Summaries

Attachment A - FY 2018-19 CDBG Project Allocations

TYPE	PROJECT #	PROJECT SPONSER	PROJECT NAME	COUNTYWIDE REQUEST	NOVATO REQUEST	RECOMMENDED FUNDS
<b>Housing</b>	CH - 1	Homeward Bound of Marin	Mill Street Center Emergency Shelter	\$200,000	\$62,000	\$62,000
	CH - 2	Housing Authority County of Marin	Rehabilitation Loan Program	\$500,000	\$75,000	\$74,933
	CH - 3	Marin Center for Independent Living	Residential Accessibility Modification Program	\$30,000	\$7,500	\$7,500
	NH - 1	Lifehouse Inc	Wilson House ADU		\$283,025	\$0
				<b>\$730,000</b>	<b>\$427,525</b>	<b>\$144,433</b>
<b>Capital</b>	NC - 1	North Bay Children's Center	Campus Renovation & Facility Expansion		\$80,000	\$0
	NC - 2	North Marin Community Services	Youth Center Flooring Rehabilitation		\$22,677	\$22,677
					<b>\$102,677</b>	<b>\$22,677</b>
<b>Public Services</b>	CS - 1	American Nonprofits	Bridge to Bridge Fund	\$65,000	\$19,500	\$0
	CS - 3	Downtown Streets Team	Marin Mobile Care	\$95,500	\$29,605	\$0
	NS - 1	Episcopal Senior Communities	Novato Independent Elders Program		\$26,000	\$20,000
	CS - 4	Fair Housing Advocates of Marin	Fair Housing Services	\$75,000	\$19,500	\$15,600
	CS - 5	Family & Children's Law Center	Domestic Violence Legal Services	\$10,000	\$3,300	\$3,300
	CS - 6	Marin Brain Injury Network	Schurig Center Services	\$30,000	\$5,700	\$0
	NS - 2	North Bay Children's Center	Childcare Scholarships		\$20,000	\$12,460
	NS - 3	North Marin Community Services	Youth Center-Scholarships		\$15,000	\$15,000
CS - 7	RotaCare Bay Area	RotaCare Clinic	\$10,000	\$1,000	\$1,000	



CS - 8	Senior Access	Senior Access Scholarships	\$50,000	\$10,000	\$0
CS - 9	YWCA San Francisco & Marin	YWCA FiftyPlus Employment	\$50,000	\$13,000	\$0
			<b>\$385,500</b>	<b>\$162,605</b>	<b>\$67,360</b>

<b><u>ESTIMATED FUNDS 2018-2019</u></b>	
<b>Total new funds available for Novato Planning Area</b>	<b>\$234,470</b>
<b>Minimum funds available for Housing</b>	<b>\$93,788</b>
<b>Maximum funds available for Public Services</b>	<b>\$67,360</b>

## Attachment B - Public Service Project Summaries

### **1. Bridge to Bridge Fund - American Nonprofits**

American Nonprofits, a provider of financial capital loans and technical assistance to the nonprofit community, requests \$65,000 in CDBG funds to support the administration of their bridge loan program. The Bridge to Bridge loan program provides 12-month loans of up to \$100,000 to small and medium sized nonprofits. These loans provide important financial security as organizations are often forced to continue programming while they await grant distribution, reimbursement of capital expenditures, and late paying contracts. The loan program provides low-interest (6%), unsecured loans that would otherwise be unattainable through traditional financial products. The loan model was piloted with the Nonprofits Insurance Alliance of California, where more than \$3 million in capital has been loaned out to over 70 nonprofits. Moving forward American Nonprofits has an additional \$1 million in capital available for new loans. While there is a need for this type of financial product as nonprofits plan for growth and navigate an unpredictable funding environment, this project is not eligible for CDBG funding. Staff are unable to recommend funding for this project as low-income individuals would be secondary beneficiaries and not the primary beneficiary required by CDBG.

### **2. Marin Mobile Care - Downtown Streets Team**

Downtown Streets Team (DST), a provider of services for homeless adults, requests \$95,500 in CDBG funding to support case management services for their new mobile shower program. In addition to hiring a new case manager position, the funding will support technology enhancements for the DST database to connect to the County's Coordinated Entry database, as well as equipment to allow the case manager to process new clients in the field. Also included in the funding request are marketing materials and a portion of the overall management fee for the showers. The Marin Mobile shower program is designed to provide an estimated 600 showers to homeless individuals throughout southern, central, and northern Marin, bringing services directly to homeless individuals. This program replaces Ritter Center's San Rafael based shower service, which accommodates an average of 300 showers weekly. The Marin Community Foundation funded the acquisition of the showers and the Marin County Council of Mayors & Councilmembers is financing the first year of operations. While the DST case management project may reach new homeless persons not currently engaged in the system of care, it is unclear what the demand will be because the mobile shower program is not currently operating. Given limited funds available from CDBG, the uncertainty of need, and the proliferation of outreach and case management services available through partner organizations, staff does not recommend funding at this time. DST is encouraged to engage partner organizations and track clients served when operations commence to determine the need for case management and safety-net services.

### **3. Novato Independent Elders Program - Episcopal Senior Communities**

Episcopal Senior Communities (ESC), the sponsor of the Novato Independent Elders Program (NIEP) which provides support services, outreach, education, and advocacy programs for low-income seniors in Novato, is requesting \$26,000 of CDBG funds to support the administration of its NIEP programs. NIEP leverages considerable volunteer resources and partnerships with other service providers to deliver low and no-cost programs for low-income, isolated, and vulnerable seniors in Novato. Through these collaborations and significant outreach efforts, NIEP expects to increase the number of clients served by nearly 400 over the next year, from 1,300 to 1,700. The key programs older adults benefit from include the Margaret Todd Cafe, Home-Delivered Grocery Program, Senior Produce Market, Brown Bag Market, Multicultural Outreach Program and Alma Latina monthly luncheons, Postal Carrier Alert Program, yard maintenance program, Rotary HOME Team for minor

home repairs, ElderWISE Friendly Visitors program, Emergency Funds program, and workshops and special seminars to meet the needs of low-income seniors. In addition to their core services, NIEP provides translation services, citizenship classes, and English as a Second Language, which last year resulted in 12 older adults from Novato becoming naturalized US Citizens. Staff recommend \$20,000 in funding to support the Novato Independent Elders Program.

#### **4. Fair Housing Services - Fair Housing Advocates of Northern California**

Fair Housing Advocates of Northern California (FHANC), a provider of fair housing services, requests \$75,000 in funding to support administration and operations of their Marin programs. FHANC operates 10 core programs serving over 900 low, very low, and extremely low-income individuals in Marin. FHANC is the only HUD-certified Housing Counseling Agency in Marin County, as well the only fair housing agency with a testing program in the County. Their services include counseling victims of housing discrimination, investigating potential complaints, mediating settlements where appropriate, referring cases to federal and state enforcement agencies, monitoring filed complaints, helping people with disabilities request reasonable accommodations, conducting training seminars for the housing industry, and providing community education on fair housing rights. Given Marin County's history of discrimination and segregation, FHANC's services have been particularly beneficial to African-Americans, Latinos, people with disabilities, immigrants, families with children, female-headed households, senior citizens, and LGBT individuals; with approximately 90% of clients being lower-income. Staff recommend funding of \$15,600, which represents 26% of the full recommendation across all planning areas. This percentage is determined based on the proportion of clients FHANC serve from Novato.

#### **5. Domestic Violence Legal Services - Family & Children's Law Center**

Family & Children's Law Center (FCLC), a provider of high-quality, low-cost legal services to children and families, requests \$10,000 in CDBG funds to expand their domestic violence legal services program. FCLC serves an average 100 domestic violence victims and their children annually. Over the past year FCLC has seen an increase in domestic violence cases and with this funding propose serving an additional 50 very low-income clients. The organization provides full legal representation and assists victims of domestic violence obtain restraining orders, by preparing paper work and accompanying clients to court. If and when clients are ready, FCLC will assist with divorce proceedings. FCLC has a 98% success rate in garnering protective orders for clients. All services are free of charge to domestic violence victims. Fees for these services typically cost \$400 per hour. In addition to legal support, the organization provides warm referrals to partner organizations providing emergency shelter services, food assistance, down payment assistance, and other community services. Staff recommend funding of \$3,300, which represents 33% of the full recommendation across all planning areas. This percentage is determined based on the proportion of clients FCLC serve from Novato.

#### **6. Schurig Center Services - Marin Brain Injury Network**

Marin Brain Injury Network (MBIN), a provider of services for individuals with traumatic brain injuries and their families, requests \$30,000 in CDBG funds to support the administration of its programs. MBIN's programs are offered daily at the Schurig Center, their facility in Kentfield. The Center offers 15 services including a therapeutic program, resource referral assistance, a brain injury information handbook, support groups, assessments and counseling, occupational and speech therapy, and a therapeutic computer program. Although MBIN serves a majority of low, very low, and extremely low-income clients, racial minorities and Hispanics are consistently under-represented among the beneficiaries of this program. Given limited funds available from CDBG, staff does not recommend funding at

this time. Moving forward MBIN is encouraged to develop and implement an affirmative marketing strategy to reach potential clients who are least likely to access their services.

#### **7. Childcare Scholarships - North Bay Children's Center**

North Bay Children's Center (NBCC), a childcare provider serving children ages 6-months through five years old, requests \$20,000 in CDBG funds to provide childcare scholarships to low-income families in Novato. This funding will support eight scholarships for low-income families who do not receive a state voucher to subsidize the cost of care. NBCC's C Street campus provides child care to approximately 150 children annually, with nearly 70% of those clients being low, very low, and extremely low income. In addition to providing comprehensive, culturally relevant, high-quality child care and early education programs, NBCC operates the Garden of Eatin' program, a locally recognized model that teaches health and nutrition through an integrated, hands-on environmental curriculum. Staff recommend \$12,460 for childcare scholarships.

#### **8. Youth Center-Scholarships - North Marin Community Services**

North Marin Community Services (NMCS), the newly merged Novato Youth Center and Novato Human Needs Center, is requesting \$15,000 in CDBG funds to provide childcare scholarships to low-income families in Novato. This funding request leverages matching funds through the Working Family Fund, set up by an anonymous private donor. NMCS' child development programs serve 225 youth annually. This funding would provide scholarships for approximately 10 children whose parents are low income, but not receiving state vouchers to subsidize the cost of childcare. NMCS is one of the largest childcare centers in Marin County and provides year-round services for children, ages 1 year to 14 years old, with over 60% of clients being lower-income families. NMCS provides a safe and culturally relevant environment for children and families with half of all youth center staff being bilingual. In addition to childcare NMCS incorporates case management services to address a wide array of issues and challenges children and families face. Staff recommend funding the full \$15,000 for childcare scholarships.

#### **9. RotaCare Clinic - RotaCare Bay Area**

RotaCare Bay Area (RCBA), a volunteer-based healthcare provider, requests \$10,000 of CDBG funding to support their Marin clinic's pharmacy program and transitional care and healthy living programs for patients diagnosed with chronic illness. RCBA's Marin clinic operates out of Kaiser San Rafael's downtown office space two nights per week. From this location an average of 18 low, very low, and extremely low-income adults receive free urgent, primary, and specialty care per evening. Many of the clinic's clients are undocumented and have limited access to quality healthcare. RCBA's services greatly reduce the number of costly emergency room visits and decreases the burden on the emergency healthcare system. In addition, the program leverages immense volunteer and in-kind donations estimated to be tens of thousands of dollars. The network of partner organizations includes: Kaiser San Rafael which offers their centrally located facility; Sutter Health provides all imaging and lab services; Golden Gate Pharmacy makes medications available at cost; and 25 volunteer doctors, nurse practitioners, and nurses provide care and treatment. Staff recommend funding of \$1,000, which represents 10% of the full recommendation across all planning areas. This percentage is determined based on the proportion of clients RCBA serves from Novato.

#### **10. Senior Access Scholarships - Senior Access**

Senior Access (SA), a provider of services to persons dealing with Alzheimer's, Dementia, and memory loss, requests \$50,000 of CDBG funding to provide adult day program scholarships to clients participating in The Club day program. The Club engages clients in

art and music programs, stimulating brain games, group exercise, and lunch. The program provides caregivers valuable respite where they can work, care for themselves, and allow them to maintain their loved ones at home for as long as possible. The adult day program serves approximately 135 individuals annually with 65 being low, very low, and extremely low-income. In addition to the day program, SA provides free memory wellness classes, memory screenings, and caregiver support groups reaching approximately 550 people throughout the County. Given limited funds available from CDBG, staff does not recommend funding at this time from the Novato Planning Area. Moving forward SA is encouraged to explore options to more deeply subsidize their lower income clients and develop and implement an affirmative marketing strategy to reach potential clients who are least likely to access their services.

#### **11. YWCA FiftyPlus Employment - YWCA San Francisco & Marin**

YWCA San Francisco & Marin (YWCA), an employment training provider for women 50 and over, requests \$50,000 of CDBG funding to add an additional day of services. YWCA's request would support occupancy and salaries for the Chief Operating Officer, Client Employment Specialist, Administrative Assistant, and Business & Community Outreach Coordinator. Through this increase, YWCA anticipates serving an additional 100 women, going from 300 to 400 annually. YWCA tailor's its program to help older women overcome considerable discrimination and unique barriers to entering and succeeding in the workforce. The program targets "good wage" jobs with the average wage of new graduates being \$21 per hour. Over half of YWCA's clients receive a wage increase from their previous employment. Given limited funds available from CDBG, staff does not recommend funding at this time. Moving forward YWCA is encouraged to better track members of protected classes being served by the program and develop and implement an affirmative marketing strategy to reach potential clients who are least likely to access their services.