



**SAN RAFAEL**  
 THE CITY WITH A MISSION

Agenda Item No: \_\_\_\_\_

Meeting Date: **March 19, 2019**

**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

**Department: Economic Development**

**Prepared by: Danielle O'Leary  
 Director of Economic Development & Innovation**

**City Manager Approval: \_\_\_\_\_**

**SUBJECT:** Community Development Block Grant (CDBG) Funding Recommendations for fiscal year 2018-19.

**RECOMMENDATION:** Adopt a resolution recommending CDBG funding for fiscal year 2018-19 to the Marin County Board of Supervisors for the San Rafael Planning Area.

**BACKGROUND:** 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 San Rafael, examples of CDBG funded projects have included development of affordable housing, ADA sidewalk accessibility improvements, 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 San Rafael's grant. The Council could choose to allocate 0% of the CDBG allocation to 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 San Rafael 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 San Rafael Planning Area (consisting of the City and the surrounding unincorporated areas) to the Countywide Priority Setting Committee. Since 1999, when San Rafael reached 50,000 in population, the City Council has elected to assume responsibility for making funding recommendations for CDBG applications in the San Rafael 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.

---

**FOR CITY CLERK ONLY**

**File No.:** \_\_\_\_\_

**Council Meeting:** \_\_\_\_\_

**Disposition:** \_\_\_\_\_

**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, San Rafael's allocation would be \$390,321. From the total allocation a maximum of 15% or \$112,134 can be used for public services, a minimum 40% or \$156,128 must be spent on Housing, and the remaining 35% or \$122,059 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, prioritization is given to 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 1999, guidelines were adopted giving greater preference to projects that:

- (a) Are City of San Rafael initiated or are joint partnerships with the City.
- (b) Fulfill the requirements of the Housing and Community Development Act of 1974 (HUD Regulations).
- (c) Are affordable housing projects or community facility related activities within the San Rafael Planning Area.
- (d) Are projects that will move forward quickly, have the greatest impact, and can be completed within a reasonable time frame.

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

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

**ANALYSIS:**

**HOUSING PROJECTS**

Four housing projects submitted applications for funding from the San Rafael Planning Area. Three of the four projects assist the entire County, with a subset of their services earmarked for San Rafael. These Countywide projects have a total funding request of \$1,180,000. The combined requests for both the San Rafael specific project and the San Rafael portion of the Countywide projects is \$295,550; which is based on the share of San Rafael residents served.

**Recommended for Funding**

Staff recommend all four housing applications, totaling \$156,128 in available CDBG grant funding.

Rehabilitation Loan Program (Marin Housing Authority) \$70,000

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 funding 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 \$5 million in capital investments to improve living conditions for lower income homeowners in Marin County. Staff recommend funding of \$70,000, from the San Rafael Planning Area. This amount represents 14% of the total project request, which is the percentage of projects completed in San Rafael.

Sunrise II Therapeutic Pool Rehab (Lifehouse Inc.) \$20,000

Lifehouse Inc., a provider of personalized support services and housing opportunities for adults with developmental disabilities, requests \$28,050 in CDBG funding to rehabilitate a deteriorating pool at one of their San Rafael properties. The request would support the re-plastering, re-tiling, and replacement of the pool mechanical system. The pool is used to provide therapeutic interventions to individuals with limited mobility. In addition to serving residents of the home who have cerebral palsy, the pool is used therapeutically by wheelchair bound individuals residing in Lifehouse's other homes. Staff recommend funding of \$20,000 to support the therapy pool rehabilitation. Lifehouse is encouraged to identify in-kind donations from Marin's ample pool service providers to support the completion of the project.

Residential Access Modification Program (Marin Center for Independent Living) \$9,000

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 funding 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 \$9,000, the full share allocated to the San Rafael Planning Area. This amount represents 30% of the total project request, which is the percentage of projects MCIL completes in San Rafael.

Victory Village (Resources for Community Development) \$57,128  
Resources for Community Development (RCD), a housing developer with a commitment to create and preserve affordable housing for low and very low-income individuals and families, requests \$650,000 in CDBG funding to support the acquisition, design, and construction of Victory Village (VV). When completed, VV will provide 54 affordable apartments for low and extremely-low income residents aged 62 and older. The requested funding will directly support a 10% set aside of the homes for people coming out of homelessness. The \$32 million project has previously received commitments from CDBG totaling \$161,658. This new request will leverage a \$1 million predevelopment grant from the Marin Community Foundation, \$1.1 million commitment from the County In-Lieu Housing Trust Fund (Housing Trust), and 53 Project Based Section 8 Vouchers, among others. In addition, the requested funds will strengthen RCD's competitiveness as they apply for 9% Low Income Housing Tax Credits worth \$13 million in tax credit equity. RCD completed the rezoning process and received their entitlements from the Town of Fairfax in June of 2017. They are now in the final stages of securing funding to bring the project to completion. Staff recommend funding of \$57,128 in funds from San Rafael to support the development of new housing units for seniors coming out of homelessness. This represents 30% of the requested amount, which is 29% of the total project request—San Rafael's share of the countywide homeless population as identified in the 2017 Point-in-Time Count.

## **CAPITAL PROJECTS**

Two applications for capital projects were received—one Countywide project and one serving San Rafael only. The project serving the entire County has a total funding request of \$200,000, with \$58,000 earmarked for San Rafael programming based on San Rafael's share of the countywide homeless population as identified in the 2017 Point-in-Time Count. The combined requests for both the San Rafael specific project and the San Rafael portion of the Countywide project is \$333,000.

### **Recommended for Funding**

Staff recommend both of the funding requests for capital projects totaling \$249,809 in CDBG monies. This total includes an additional \$127,750 in reprogrammed funds from prior years.

Canal Neighborhood Park and Playground Improvements (City of San Rafael, Department of Public Works) 200,000  
City of San Rafael, Department of Public Works (DPW), a division of San Rafael City government dedicated to ensuring infrastructure meets the needs of the vibrant and growing city, requests \$275,000 in CDBG funding to expand and rehabilitate two parks in the Canal neighborhood. The request would fund an assessment of current needs, community engagement process, design, and construction of the new park facilities. Through this process DPW plans to expand, enclose, and replace play equipment in one park designed to serve children ages 2 to 5. In addition, they propose to update aging play equipment in the second park. The Canal neighborhood is San Rafael's most densely populated community. The neighborhood is home to more than 12,000 residents with most households being low-income and 55% of households having children. The proposed project will provide physical and visual improvements to two key public spaces that will enhance safety, reduce blight, and encourage increased park usage. This investment in the Canal neighborhood will bolster the quality of life of citizen's who are often marginalized in the broader community and provide facilities comparable to higher income neighborhood's. Staff recommend funding of \$200,000, which includes \$127,750 reprogrammed from the previous year.

Mill Street Center Emergency Shelter (Homeward Bound of Marin) \$49,809  
Homeward Bound of Marin (HBM), a provider of housing and support services for homeless families and individuals, requests \$200,000 in CDBG funding 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 \$49,809, from the San Rafael Planning Area. This represents 85% of the requested amount, which is 29% of the total project request—San Rafael's share of the countywide homeless population as identified in the 2017 Point-in-Time Count.

## **PUBLIC SERVICE PROJECTS**

As stated previously, based on County estimates, the City is expected to receive an allocation of approximately \$390,321 for 2018-19. A maximum of 15% of available CDBG funds may be applied to public services. San Rafael's share of the amount the entire Marin County CDBG program can spend on public services is \$112,134. A total of 11 applications for public service funding were submitted—nine Countywide projects and two serving San Rafael only. The nine projects serving the entire County have a total funding request of \$435,500, with \$158,045 of that earmarked for San Rafael programming, based on the percentage of residents served who live in San Rafael. The combined requests for both the San Rafael specific projects and the San Rafael portion of the Countywide projects is \$335,182.

### **Recommended for Funding**

Staff recommend allocating the full amount allowable for public service to support funding for seven of the eleven projects (bolded in the chart below). In addition, the San Rafael Planning Area has \$2,900 available to reprogram from prior years, bringing the total funding amount available for projects to \$115,034. Through these recommendations the San Rafael Planning Area will contribute to providing emergency response training to support 12,000 low-income residents; 300 residents will receive fair housing services including counseling, discrimination investigation, and legal representation; 70 individuals and their children will access domestic violence services and legal support; 68 low and extremely low-income children will access vital preschool services to prepare them for Elementary school; approximately 650 very low and extremely low-income, undocumented residents will obtain urgent, primary, and specialty health care services; and approximately 150 households will receive housing location counseling services. Unfortunately, with the limited public service funding available, it will be not be possible to provide needed funding for many important services.

**SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 6**

Organization	Request	FY 18-19 Recommendation	FY 17-18 Funded Amount
Bridge to Bridge Fund * <i>American Nonprofits</i>	\$19,500	\$0	N/A
<b>Shore-up Marin *</b> <b>Canal Welcome Center</b>	\$25,000	<b>\$20,000</b>	N/A
Marin Mobile Care * <i>Downtown Streets Team</i>	\$27,695	\$0	N/A
<b>Fair Housing Services *</b> <b>Fair Housing Advocates of Northern CA</b>	\$24,750**	<b>\$19,800</b>	\$ 70,000
<b>Domestic Violence Legal Services *</b> <b>Family &amp; Children's Law Center</b>	\$4,500	<b>\$4,500</b>	N/A
Schurig Center Services * <i>Marin Brain Injury Network</i>	\$9,600	\$0	\$9,704
<b>Pickleweed Preschool</b> <b>City of San Rafael, Department of Community Services</b>	\$69,137	<b>\$20,000</b>	\$20,000
<b>RotaCare Clinic *</b> <b>RotaCare Bay Area</b>	\$7,500**	<b>\$7,500</b>	\$7,500
<b>Senior Access Scholarships *</b> <b>Senior Access</b>	\$27,500	<b>\$15,000</b>	\$17,788
<b>Housing Locator Services</b> <b>St. Vincent de Paul</b>	\$108,000	<b>\$28,234***</b>	\$26,550
Fifty Plus Employment * <i>YMCA San Francisco &amp; Marin</i>	\$12,000	\$0	N/A
Public Services Subtotal		<b>\$115,034***</b>	

\* Countywide request

\*\* Has a balance of unspent public service funds from previous year(s), but has a plan in place to spend them down.

\*\*\* Recommendation includes reprogrammed funding from past grant year(s)

A list of all the applications that were submitted for the San Rafael Planning Area and Countywide projects serving San Rafael is provided in Attachment 2. This attachment also includes staff recommendations for allocating all of San Rafael's CDBG funds. The applications for the San Rafael Planning Area and the Countywide funds can be accessed in Attachments 5 and 6 and online via these links:

CDBG San Rafael Planning Area applications:

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

**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.

**OPTIONS:**

1. Make allocations of CDBG funding as recommended by staff.

**SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 7**

2. Make different allocations of CDBG funding. (Funds may be shifted between categories, but the Public Service category cannot exceed \$115,034.)
3. Let the Countywide Priority Setting Committee provide a recommendation for the San Rafael Planning Area funding requests.
4. Provide direction to staff.

**ACTION REQUIRED:**

1. Adopt Resolution recommending CDBG project funding for the FY 2018-19 CDBG program to the Marin County Board of Supervisors.

**ATTACHMENTS**

- |              |   |
|--------------|---|
| Attachment 1 | 2018-19 CDBG Project Allocations                      |
| Attachment 2 | 2018-19 CDBG Conformance with Priorities Matrix       |
| Attachment 3 | 2018-19 CDBG Public Service Request Project Summaries |

ATTACHMENT 1 -- FY 2018-19 CDBG PROJECT ALLOCATIONS

TYPE	PROJECT #	PROJECT SPONSER	PROJECT NAME	COUNTYWIDE REQUEST	SAN RAFAEL REQUEST	RECOMMENDED FUNDS
<b>Housing</b>	CH - 1	Housing Authority County of Marin	Rehabilitation Loan Program	\$500,000	\$70,000	\$70,000
	SH - 1	Lifehouse Inc.	Sunrise II Therapeutic Pool Rehab		\$28,050	\$20,000
	CH - 2	Marin Center for Independent Living	Residential Accessibility Modification Program	\$30,000	\$9,000	\$9,000
	CH - 3	Resources for Community Development	Victory Village	\$650,000	\$188,500	\$57,128
				<b>\$1,180,000</b>	<b>\$295,550</b>	<b>\$156,128</b>
<b>Capital</b>	SC - 1	City of San Rafael, Department of Public Works	Canal Neighborhood Park and Playground Improvements		\$275,000	\$200,000*
	CC - 1	Homeward Bound of Marin	Mill Street Center Emergency Shelter	\$200,000	\$58,000	\$49,809
				<b>\$200,000</b>	<b>\$333,000</b>	<b>\$249,809*</b>
<b>Public Services</b>	CS - 1	American Nonprofits	Bridge to Bridge Fund	\$65,000	\$19,500	\$0
	CS - 2	Shore-up Marin	Canal Welcome Center	\$50,00	\$25,000	\$20,000
	CS - 3	Downtown Streets Team	Marin Mobile Care	\$95,500	\$27,695	\$0
	CS - 4	Fair Housing Advocates of Marin	Fair Housing Services	\$75,000	\$24,750	\$19,800
	CS - 5	Family & Children's Law Center	Domestic Violence Legal Services	\$10,000	\$4,500	\$4,500
	CS - 6	Marin Brain Injury Network	Schurig Center Services	\$30,000	\$9,800	\$0
	SS - 1	City of San Rafael	Pickleweed Preschool		\$69,137	\$20,000
	CS - 7	RotaCare Bay Area	RotaCare Clinic	\$10,000	\$7,500	\$7,500
	CS - 8	Senior Access	Senior Access Scholarships	\$50,000	\$27,500	\$15,000
	SS - 2	St. Vincent de Paul	Housing Locator Services		\$108,000	\$28,234*
	CS - 9	YWCA San Francisco & Marin	YWCA FiftyPlus Employment	\$50,000	\$12,000	\$0
				<b>\$435,500</b>	<b>\$335,182</b>	<b>\$115,034*</b>

\* Recommendation includes reprogrammed funding from past year(s)



<b><u>ESTIMATED FUNDS 2018-2019</u></b>	
<b>Total new funds available for San Rafael Planning Area</b>	<b>\$390,321</b>
<b>Minimum funds available for Housing</b>	<b>\$156,128</b>
<b>Maximum funds available for Public Services</b>	<b>\$112,134</b>
<b>Reprogrammed Funds Available for Capital Projects</b>	<b>\$127,750</b>
<b>Reprogrammed Funds Available for Public Service</b>	<b>\$2,900</b>

**SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 10**

ATTACHMENT 2 – FY 2018-19 CDBG PROJECT CONFORMANCE WITH CITY PRIORITIES

<b>Housing</b>	City/ Agency Project	HUD regs	Housing, Community Facility	Quick Impact, Complete
Housing Authority County of Marin - Rehabilitation Loan Program		I	H	I
Lifehouse Inc. - Sunrise II Therapeutic Pool Rehab		I	H	I
Marin Center for Independent Living - Residential Accessibility Modification Program		I	H	I
Victory Village - Resources for Community Development		I	H	
<b>Capital</b>	City/ Agency Project	HUD regs	Housing, Comm Facility	Quick Impact, Complete
City of San Rafael, Department of Public Works - Canal Neighborhood Park and Playground Improvements	I	I	C	I
Homeward Bound of Marin - Mill Street Center Emergency Shelter		I	C	
<b>Public Services</b>	City/ Agency Project	HUD regs	Public Services	Quick Impact, Complete
American Nonprofits - Bridge to Bridge Fund			I	I
Shore-up Marin - Canal Welcome Center		I	I	I
Downtown Streets Team - Marin Mobile Care		I	I	I
Fair Housing Advocates of Marin - Fair Housing Services		I	I	I
Family & Children's Law Center - Domestic Violence Legal Services		I	I	I
Marin Brain Injury Network Schurig Center Services		I	I	I
City of San Rafael - Pickleweed Preschool	I	I	I	I
RotaCare Bay Area - RotaCare Clinic		I	I	I
Senior Access Senior - Access Scholarships		I	I	I
St. Vincent de Paul - Housing Locator Services		I	I	I
YWCA San Francisco & Marin - YWCA FiftyPlus Employment		I	I	I

**KEY**

H = Affordable Housing Project

C = Community Facility Project

I = Conforms

ATTACHMENT 3 – FY 2018-19 CDBG PUBLIC SERVICE REQUEST 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 funding 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. Shore-up Marin - Canal Welcome Center**

Canal Welcome Center, a community based organization committed to serving Canal Community residents, immigrants, and low-income families of Marin County, request \$50,000 of CDBG funding to support Shore-up Marin's (SUP) disaster preparedness operations. The request will fund two part-time project managers in the Canal neighborhood of San Rafael and Marin City to ensure effective implementation of SUP's culturally and linguistically competent programming. The Canal and Marin City are two of Marin County's most ethnically and racially diverse, and low-income communities. Through this funding SUP will coordinate and train 30 neighborhood block captains in Community Emergency Response Training (CERT), Mental Health Disaster Training, and Get Ready Marin Training. In addition, the project managers will provide leadership development, team building, and effective outreach and engagement to the larger community to operationalize the disaster plan and allow the communities to sustain themselves for up to 14 days in the event of a major regional disaster. These efforts are critical to support coordination with city, county, and state disaster organizations and to assure best practices and alignment across agencies. This project capitalizes on considerable momentum in both communities that was hard to establish. Staff recommend \$20,000 to support disaster preparedness in San Rafael's Canal neighborhood.

**3. 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 the purchase of equipment and technology 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 has just launched. 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 to determine the need for additional case management and safety-net services.

**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 CDBG 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 \$19,800, which represents 33% of the full recommendation across all planning areas. This percentage is determined based on the proportion of clients FHANC serves from San Rafael.

**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 funding 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 also assists 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 \$4,500, which represents 45% of the full recommendation across all planning areas. This percentage is determined based on the proportion of clients FCLC serves from San Rafael.

**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 funding to support the administration of its programs. MBIN's programs are offered daily at the Shurig 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. Pickleweed Preschool - City of San Rafael, Department of Community Services**

City of San Rafael, Department of Community Services, a division of San Rafael City government dedicated to promoting health & wellness, increasing cultural unity, and facilitating community participation and interaction, requests \$69,137 in CDBG funding to support preschool programming. The request will finance the salary of one fulltime childcare instructor at the Pickleweed Preschool (PP) in the Canal neighborhood. PP serves 68, very low and extremely low-income children ages three and four to prepare for elementary school. The program operates from August to June, with morning and afternoon sessions offered. The preschool provides developmental and age-appropriate curriculum to build cognitive, social emotional, physical, and linguistic skills. With most children entering the preschool as Spanish speakers, the program is fully bilingual. Teachers begin the year speaking primarily Spanish and add English incrementally with the goal of children speaking English by the end of the school year. PP coordinates with the nearby Bahia Vista School to ensure program quality improvement and alignment with curriculum. In addition, the preschool offers ongoing parent education events to provide tools to effectively advocate for their child in the Elementary School system. Staff recommend funding of \$20,000 to support the provision of preschool programming.

**8. 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 at nearly \$200,000. The network of partner organizations includes: Kaiser San Rafael which offers the 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 \$7,500, which represents 75% of the full recommendation across all planning areas. This percentage is determined based on the proportion of clients RCBA serves from San Rafael.

**9. 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. Staff recommend funding of \$15,000, which represents 30% of the total request. Given 55% of Senior Access' clients are San Rafael residents, the recommendation directly supports a portion of clients from San Rafael.

**10. Housing Locator Services - St. Vincent de Paul of Marin**

St. Vincent de Paul (SVDP), a provider of critical services to residents of Marin County who are struggling to make ends meet, requests \$108,000 of CDBG funding to support Housing Locator Services (HLS). The request would support the hiring of a Housing Specialist and provide direct rent and security deposit assistance for homeless and precariously housed families and individuals. HLS consists of an initial housing assessment and tailored housing counseling that helps clients work on mitigating barriers to housing such as prior evictions, bad or no credit, and lack of income. HLS then assists clients identify affordable units, complete applications, and get on waiting lists. The program provides financial assistance for application fees, credit checks, first month of rent, rental deposits, move-in expenses, and basic furniture requirements. In addition to working directly with clients, HLS engages with landlords to identify new affordable housing units and encourage landlords to rent to program participants. In the last 6 months of 2017 SVDP assisted more than 75 homeless households with housing location, completed placements for 47 households totaling 65 people, and provided \$81,435 in direct financial aid for rent and deposits for homeless households moving into housing. Because of SVDP's robust fundraising capacity CDBG recommendations leverage considerable private donations. Staff recommend funding of \$28,234, which includes \$2,900 reprogrammed from the previous year and represents an increase in funding from the prior year.

**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.