

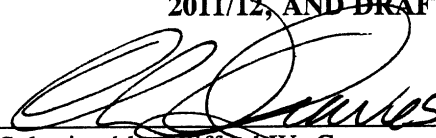


City of Carson

Report to Mayor and City Council

March 16, 2011
Special Orders of the Day

SUBJECT: PUBLIC HEARING TO CONSIDER THE PROPOSED ALLOCATION OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR FISCAL YEAR 2011/12, AND DRAFT 2011-2012 ANNUAL ACTION PLAN


Submitted by Clifford W. Graves
Economic Development General Manager


Approved by Clifford W. Graves
Interim City Manager

I. SUMMARY

Each year, the City Council conducts a public hearing on the Annual Action Plan, the city's application to the U. S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program. At this time, the City Council will conduct a hearing for the period beginning July 1, 2011 and ending June 30, 2012, which constitutes the CDBG program year (PY) 2011 and city fiscal year (FY) 2011/12.

A draft of the Annual Action Plan for FY 2011/12 is included as Exhibit No. 1. Following City Council's approval, the draft Annual Action Plan is subject to a 30-day public review and comment period. The approved Action Plan must be submitted to HUD not later than 45 days prior to the start of the new program year. That would normally be not later than May 15 of each year. Since May 15 falls on a Sunday this year, this year's submission deadline is Monday, May 16, 2011.

II. RECOMMENDATION

TAKE the following actions:

1. OPEN the public hearing, TAKE public testimony, and CLOSE the public hearing.
2. APPROVE the submission of the 2011-2012 Annual Action Plan to the U. S. Department of Housing and Urban Development.
3. APPROVE the proposed FY 2011/12 (PY 2011) CDBG budget.
4. ALLOCATE the \$178,055.00 in CDBG public services funding for FY 2011/12 (PY 2011) among the providers as designated by the City Council.

III. ALTERNATIVES

TAKE another action the City Council deems appropriate.

IV. BACKGROUND

The city of Carson annually receives CDBG funds under the Federal Housing and Community Development Act of 1974, as amended, due to its status as an entitlement jurisdiction (having a population over 50,000, and meeting certain other demographic criteria). CDBG funding can be used for projects and programs primarily benefiting low- and moderate-income persons.

Guidelines established by HUD for grantees using CDBG funds, as found in Title 24 CFR (Code of Federal Regulations) Part 91 and Part 570, mandate a citizen participation process and public review of each year's Annual Action Plan. This includes a minimum of two public hearings prior to the submission of the Action Plan to HUD. The first hearing was held by the Citywide Advisory Commission (CAC) on February 10, 2011. That hearing was continued to February 24, 2011. The CAC met again on March 10, 2011 (as a continuation of that public hearing) to complete its review of CDBG funding requests and adopt a funding recommendation for City Council's consideration. The City Council has customarily held its own public hearing prior to the adoption of the Annual Action Plan.

The draft Annual Action Plan meets the application requirements for the CDBG program. The statutes and regulations governing this program set forth three basic objectives against which HUD will evaluate the Annual Action Plan and the city's performance in relation to its Five-Year Consolidated Plan, submitted last year for the 2010/11 through 2014/15 fiscal years (program years 2010 through 2014). Each Annual Action Plan must state how the jurisdiction intends to pursue these objectives. These statutory objectives are: a) provision of decent housing, b) provision of a suitable living environment, and c) provision of expanded economic opportunities. The Annual Action Plan focuses on the use of federal resources such as CDBG, but it also outlines the city's intended use of other resources to accomplish these objectives.

In conjunction with the draft Annual Action Plan, staff is also presenting a draft budget for FY 2011/12 (Exhibit No. 2). This draft budget allocates the available funds according to HUD-mandated proportions: 20% for administration, 65% for physical development activities (in Carson, this has primarily been residential and commercial rehabilitation activities), and 15% for public services. This draft budget is based on staff's best current estimate of the resources available for allocation, as HUD has yet to finalize the city's FY 2011/12 CDBG allocation. (Based on the PY 2011 HUD budget as compared to PY 2010, staff anticipates a 2.2% reduction in the city's entitlement allocation.)

For public service programs, \$178,055.00 is provided in the budget. Staff recommends that the City Council allocate these funds among eligible applicants.

Presentations by those applicants on their programs and funding requests were made before the CAC at the aforementioned public hearings. At the close of its March 3, 2011 meeting, the CAC adopted its funding recommendation. That CAC-adopted funding recommendation is included in the public services section of the draft budget presented as Exhibit No. 2. The applications/proposals for public service funding reviewed by the CAC were submitted by public service providers pursuant to a Request for Proposals (RFP) issued on November 15, 2010 (Exhibit No. 3).

For the public service funding allocations to be made at this meeting, staff has prepared Exhibit No. 4, which notes the FY 2011/12 amount available for allocation among the programs and shows the amounts requested by the eligible applicants. Exhibit No. 4 also provides, for purposes of comparison, the amounts allocated for FY 2010/11 and the CAC recommendation for funding in FY 2011/12.

In addition, Exhibit No. 4 makes reference to a rating of proposals. This rating process was conducted by staff using the system that was adopted beginning with the PY 2007 application process, pursuant to guidelines for review that were adopted by Council at that time. (These guidelines are also summarized on pages 7 and 8 of Exhibit No. 3, the RFP.) Though staff recommended that the CAC should not attempt to allocate funding to all programs under consideration (Exhibit No. 5), the CAC recommended funding for all 19 eligible programs.

Exhibit No. 6 lists the programs in the order of the rating scores. Exhibit No. 6 was presented to the CAC as part of its review process, along with Exhibit No. 7 (Proposed Project Summary Table), which is a capsule summary comparison of the proposed programs. It is noted that while the CAC recommendation (Exhibit No. 8) adheres to the Council-adopted guideline that calls for a minimum allocation of \$7,500.00 for any public service program approved for funding, staff recommends, as it has for the past three years, allocating no less than \$10,000.00 per approved program. (For PY 2010, Council allocated amounts of \$7,000.00 in three instances.)

V. FISCAL IMPACT

The recommended action allocates the estimated PY 2011 CDBG entitlement grant (\$1,164,336.00), estimated unused funds available for reprogramming (\$185,000.00), estimated program income available for use (\$7,405.00), and all of the Section 108 Loan funds (\$5,499,930.00). There is no general fund impact.

VI. EXHIBITS

1. Draft 2011-2012 Annual Action Plan. (pgs. 5-54)

2. Draft Annual Action Plan Budget for PY 2011. (pg. 55)
3. Request for Proposals, Community Development Block Grant (CDBG) Public Service Programs—Program Year 2011. (pgs. 56-64)
4. 2011-2012 Public Service Funding. (pg. 65)
5. Memorandum to Citywide Advisory Commission from Commission Staff, March 3, 2011. (pgs. 66-67)
6. Composite Rating of PY 2011 CDBG Public Service Applicants. (pg. 68)
7. 2011-2012 CDBG Proposed Project Summary Table. (pgs. 69-75)
8. City of Carson Citywide Advisory Commission Recommendation for CDBG Program Year 2011-2012 Public Service Funding. (pg. 76)
9. Community Development Block Grant Program Year 2011 Public Service Applications/Proposals. (pgs. 77-462)

Document10

Prepared by: Keith Bennett

TO:Rev010511

Reviewed by:

City Clerk	<u>City Treasurer</u>
<u>Administrative Services</u>	<u>Development Services</u>
<u>Economic Development Services</u>	<u>Public Services</u>

Action taken by City Council

Date_____ Action_____

EXECUTIVE SUMMARY

The City of Carson has continuously qualified for over thirty years (since the program's inception) to receive Community Development Block Grant (CDBG) funds from the U. S. Department of Housing and Urban Development (HUD). These funds are intended to promote decent housing, suitable living environments, and expanded economic opportunities, principally for low- and moderate-income persons. CDBG is one of four major formula-based grant programs funded and administered by HUD. The others are the HOME Investment Partnership Grant (HOME), Housing Opportunities for Persons with AIDS (HOPWA), and the Emergency Shelter Grant (ESG) programs

Carson's Five-Year Consolidated Plan details how Federal funds and other resources will be used to address housing and community development needs over a five-year period. As required by HUD, the City must submit a Consolidated Plan stating three basic goals that concentrate on: 1) providing decent housing, 2) providing a suitable living environment, and 3) expanding economic opportunities.

HUD requires submittal of the Annual Action Plan at least 45 days before the beginning of the program year. The City of Carson operates on a program year (PY) beginning July 1 and ending the following June 30. The 2011-2012 Annual Action Plan outlines the second year of the City's 2010-2015 Five-Year Consolidated Plan.

LEAD AGENCY

The Housing and Neighborhood Development Division of the Economic Development Work Group is responsible for overseeing the administration of the City's CDBG program, and the development of the 2011-2012 Annual Action Plan. This Work Group is also responsible for obtaining CDBG grants from HUD as well as other resources to find a wide variety of construction, service, and revitalization projects throughout the City.

CITIZEN PARTICIPATION

The City of Carson encourages participation of its residents, public service providers, and local businesses in accordance with the City's adopted Citizen Participation Plan to offer comments regarding the City's Federal funding.

The City took several actions to ensure adequate public participation in this process by preparing a Request for Proposals (RFP) for public service programs. Notice of the RFP was posted, and the RFP itself mailed to interested parties, on November 15, 2010. Notice of the RFP was also published in the *Daily Breeze* newspaper of Torrance on November 17, 2010 and in a Los Angeles-based weekly newspaper, *Our Weekly*, on (November 25, 2010?). The deadline for responses was December 16, 2010. The City received 19 proposals totaling in excess of \$40,000 from over 100 applications that were distributed for the 2011 program year. Staff reviewed all proposals for completeness and eligibility, and determined that all of those 19 respondents were eligible.

The 19 eligible public service agencies were given the opportunity to present their proposals at a public hearing of the Citywide Advisory Commission (CAC) on February 10, 2011. This hearing was noticed and posted to allow public input. This hearing was continued to February 24, 2011 to allow the completion of the proposal presentations and the CAC review. The CAC met again on March 3, 2011, at which it completed its review of those proposals and adopted a funding recommendation for presentation to City Council.

City Council is scheduled to hold another public hearing on March 16, 2011 on the Program Year 2011-2012 Draft Annual Action Plan, and at the conclusion of that hearing is expected to adopt the Plan. That hearing was likewise noticed and posted to allow public input. The Annual Action Plan and Five-Year Consolidated Plan will be made available no later than April 14, 2011 for public review and comment for a minimum of 30 days prior to its submission. Therefore, the allocation of funds for Program Year 2011-2012 as outlined in this Annual Action Plan reflects citizen input and City Council action.

PERFORMANCE MEASURES

Congress passed the Government Performance and Results Act (GPRA) of 1993, and in so doing signaled to the nation that it wanted the Federal government to change the way it was doing business. Instead of measuring the success of department and agencies solely by looking at how well they implement their programs, Congress wanted to know the results, or outcomes, that accrued from department and agency efforts. Congress also wanted the capability to tell the American people what their tax dollars were buying in terms of program impacts.

The Housing and Community Development Act of 1974, Section 104(e), and GPRA of 1993 provide strong rationales for program accountability. Agencies throughout the federal government are required to devise performance indicators, benchmarks and targets and apply these to the programs and activities they administer.

HUD issued a notice in 2003, which began the process of assessing grantee level performance outcome measures and established a timeframe for grantees to adopt and report on program performance. While many jurisdictions measure performance, there are variations in how each classifies indicators, as well as their approach for how measurement is accomplished.

Based on the result of HUD requirements, Carson developed the following performance measure system. Updates to the City's system will occur based on technical assistance materials from HUD and possible changes with the city's needs.

Carson's Performance Measures Term Definitions

Objective:	Proposed solution to a need identified during the consolidated planning process.
Indicator:	Indicators are measured in terms such as number of low and moderate income (LMI) persons with new or improved access, number of low-income households served, number of loan applications processed etc.
Outcome:	Outcomes include improved sustainability, improved affordability, and improved availability/accessibility.

2011 Project Objectives and Outcomes Summary Table

CDBG funds for the 2011 program year will be allocated among the following nationally reportable outcomes, which have been established by HUD.

The 2011-2012 Annual Action plan is a blueprint for meeting the quantifiable goals and objectives addressed in the 2010-2015 Five-Year Consolidated Plan. The City's needs consist of: affordable housing, addressing homelessness, non-housing community development, removal of housing barriers, and actions to reduce lead-based paint hazards.

Project	Objective	Amount	Outcome
Public Services	Decent Housing	\$13,183	Improve Availability/Accessibility
Public Services	Suitable Living Environment	\$164,872	Improve Availability/Accessibility
Fair Housing	Suitable Living Environment	\$32,240	Improve Sustainability
Housing Rehabilitation Programs	Decent Housing	\$321,564	Improve Availability/Accessibility
Commercial Rehabilitation	Economic Opportunity	\$500,000	Improve Sustainability

(The totals above do not include staff salaries and benefits, or operations and maintenance allocations.)

NATIONAL OBJECTIVES

Each CDBG-funded activity must meet one of the three National Objectives for the program, which are as follows: benefit low- and moderate-income persons; prevent or eliminate slums and blight; or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health and welfare of the community for which no other funding is available. The overwhelming majority of the City of Carson's CDBG-funded activities have fallen under the National Objective of benefit to low- and moderate-income persons. The summaries for each CDBG-funded activity described in this Annual Action Plan will include a brief description of the National Objective it addresses.

ANNUAL ACTION PLAN SUMMARY

The City of Carson expects to receive \$1,164,336 in Community Development Block Grant entitlement funds for Program Year 2011. Up to 15% (\$178,055) of the available CDBG funds will be used for public service activities; 65% (\$756,818) will be used to fund rehabilitation activities (both residential and commercial); and up to 20% (\$236,867) will be expended for CDBG program administration costs. With an estimated additional \$185,000 in reprogrammed unused funds from prior years, and an estimated \$7,405 in eligible program income, the total CDBG funds available for use in the program year is expected to be \$1,356,741. The summary of the 2011-2012 Annual Action Plan allocation is provided on the table on the following page.

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SUMMARY OF PROPOSED PROJECTS PROGRAM YEAR 2010-2011

2011-2012 Activities	Allocation	Reprogrammed Funds & Program Income
Program Administration		
Administrative Staff (Salaries & Benefits)	\$ 134,800	
Operations & Maintenance	\$ 69,827	
Fair Housing (Housing Rights Center)	\$ 32,240	Total P/A Cap = 20% of 2011 Entitlement Grant (\$232,867) + 20% of Estimated PY 2010 Program Income (\$4,000) = \$236,867
Total	\$ 236,867	
Rehabilitation Activities		
Neighborhood Pride Program (Single-Family & Mobilehomes)	\$ 321,564	
Commercial Loans & Grants Program	\$ 500,000	65% of 2011 Estimated Grant (\$756,818) + \$185,000 in Prior Years' Unprogrammed Funds = \$941,818
Rehabilitation Administration (Salaries & Benefits)	\$ 120,254	
Total	\$ 941,818	
Public Service Activities		
Apollo West Theatre and Drama Workshop	\$ 7,500	
Erasto R. Batongmalaque Foundation/Filipino Veterans Foundation	\$ 7,500	
Boys and Girls Club of Carson	\$ 12,683	
Bridges Community Economic Development Corporation	\$ 8,183	
Carson Coordinating Council/Carson Child Guidance Program	\$ 15,183	
The Children's Clinic	\$ 7,683	
El Nido Family Centers	\$ 13,183	
Gang Alternatives Program	\$ 7,683	
Gardena-Carson Family YMCA	\$ 10,183	
L. A. County Sheriff's Dept. Carson Gang Diversion Team	\$ 8,183	
Milestones Family Learning Center	\$ 7,683	
Millennium Momentum Foundation	\$ 7,500	
National Council on Alcoholism & Drug Dependence-South Bay	\$ 7,500	
Office of Samoan Affairs, Inc.	\$ 10,683	
Peace and Joy Care Center	\$ 13,183	
Philippine Independence Day Foundation	\$ 7,500	
Samoan American Senior Citizens Involvement, Inc.	\$ 8,183	
Samoan Federation of America	\$ 7,683	
South Bay Family Healthcare Center	\$ 10,183	Pub Svcs Cap = 15% of 2010 Entitlement Grant (\$178,579) + 20% of Estimated PY 2009 Program Income (\$0) = \$178,579
To be adjusted	\$ (7)	
Total	\$ 178,055	
Total	\$ 1,356,740	

ANNUAL ACTION PLAN NARRATIVE

INTRODUCTION

The territory constituting the present City of Carson was part of a Spanish Land Grant known as Rancho San Pedro, deeded to Juan Jose Dominguez over 200 years ago. During the incorporation process, the community was named after George Henry Carson, a member of the Dominguez family. "Dominguez" was a close second to "Carson" as the name for the newly incorporated city. Incorporated as a general law city on February 20, 1968, the City adopted the motto of "Future Unlimited." Its strategic location and vacant land were part of the reason for that statement of unbridled optimism.

The City of Carson is located in the South Bay section of Los Angeles County, about 16 miles south of downtown Los Angeles. Carson is bordered by the City of Los Angeles on the west and south, the City of Torrance on the west, the City of Compton on the north, and the City of Long Beach on the east. The harbors of Los Angeles and Long Beach are a few miles to the south of Carson, and California's famous coastline and beaches are about six miles to the west of the City.

Carson has grown from a population of 61,000 in 1968 to 97,960 (according to the California Department of Finance) as of January 1, 2008 (this 2008 population estimate is the most recent one available). City leaders are optimistic that the 2010 U. S. Census will verify a population in excess of 100,000.

Over the years, three annexations have increased the city's size to 19.2 square miles. Steady and continued growth has enabled Carson to become a city of regional significance. In fact, in Fiscal Year 1997-1998, Carson's assessed valuation grew by the greatest percentage of any city in the county with an assessed valuation of \$7.3 billion. By FY 2002-2003, the assessed valuation on secured and unsecured properties had grown to \$9.6 billion.

While Carson is well known as an industrial center with unparalleled access to transportation and the Pacific Rim, it is also a culturally diverse community that is attractive place to live and work. The City has more than 120 acres of park land divided into 12 parks, two mini-parks and sports/recreational facilities that include three swimming pools, a boxing center, a state-of-the art sports complex and the Carson Community Center. These facilities allow the residents of Carson to enjoy a variety of sports, recreational and cultural programs. The city's educational needs are primarily served by Los Angeles Unified School District (a portion of the city is within the boundaries of the Compton Unified School District), and the community has access to 47 church organizations.

Carson is traversed by three different freeways. The Harbor (Interstate 110) Freeway (which runs between the Los Angeles Harbor and downtown Los Angeles), the San Diego (Interstate 405) Freeway (which runs from Orange County up through the San Fernando Valley), and the Artesia (California Route 91) Freeway, which runs from Redondo Beach east to Riverside County. In addition to these three freeways, Carson is also served by two other nearby freeways: the Long Beach (Interstate 710) Freeway (a small segment of which runs along the city's eastern boundary), and the Century (Interstate 105) Freeway (which passes approximately three miles north of the city), in addition to the Union Pacific Railroad and the nearby Los Angeles and Long Beach harbors.

1. OVERVIEW

1.1 Purpose and Content of the 2011-2012 Annual Action Plan

The U. S. Department of Housing and Urban Development (HUD) has established that all state and local governments to which it provides funding assistance must prepare an Annual Action Plan. The purpose of the Action Plan is to describe needs and resources that are applied to those needs. This outlining of needs and resources constitutes a "game plan" for achieving statutory goals, addressing decent housing, creating a suitable living environment, and expanding economic opportunities for all persons, primarily for residents of low and extremely low incomes. This requirement includes the City's

Federal planning, application, and reporting requirements for the Community Development Block Grant (CDBG) program.

The 2011-2012 Annual Action Plan outlines the second year of the 2010-2015 Five-Year Consolidated Plan, and includes all available resources for housing: Federal programs, non-Federal (state and local) public programs, and private (for profit and non-profit) resources. The Plan lists activities by type (i. e., rehabilitation, new construction, or homebuyer assistance), and all resources expected to be available to the jurisdiction for use in carrying out those activities.

The City has used CDBG and other funding sources to provide affordable housing opportunities and to address the City's community development needs. The Annual Action Plan outlines the City's plan for the use of these funds for one year, and will serve as the City of Carson's annual application to HUD for Federal funds over the next program year.

CDBG program funds can be used to build community facilities, roads, and parks; to repair or rehabilitate housing; provide new or increased public services to local residents; or to fund initiatives that generate new jobs. In order to be eligible for CDBG funding, a project must meet at least one of three National Objectives. The principal National Objective is that the project must primarily benefit persons of low and moderate income.

1.2 Application Form 424

The Annual Action Plan includes the Standard Form 424 that serves as the application to HUD for Federal funds. A list of resources, including how the City of Carson will allocate its Federal funds, is included in this document.

2. RESOURCES

The City has access to a variety of Federal, State, and local resources to achieve its housing and community development priorities. Specific funding sources will be used based on the opportunities and constraints of each particular project or program. The City's goal is to leverage Federal and local funds to maximize the number of households that can be assisted.

2.1 Federal Resources

For fiscal year 2011-2012, the City of Carson expects to receive \$1,190,528 in CDBG entitlement funds. These funds will be used for social services, public facilities, housing, infrastructure, economic development, and program administration. The City intends to use other funds to leverage Federal funds wherever possible.

2.1.1 Section 8 Rental Assistance

Federal Section 8 funds are administered annually by the Housing Authority of the County of Los Angeles to provide rental assistance to households in the City of Carson, as the City does not presently have its own housing authority.

2.2 Non-Federal Resources

2.2.1 Redevelopment Agency 20% Housing Set-Aside Funds

The City's main financial resource for housing programs is the Carson Redevelopment Agency. During fiscal year 2011-2012, the Redevelopment Agency anticipates receiving approximately \$5,400,000 in low- and moderate-income housing funds.

These funds consist of tax increment proceeds derived from the City's redevelopment areas. Under the California Redevelopment Law, 20% of tax increment funds (commonly referred to as the "20% housing set-aside") must be spent to increase, improve, or preserve low- and moderate-income housing. The remaining 80% may be spent on other community development objectives.

In years past, the City had supplemented its CDBG-funded housing rehabilitation program with an infusion of these redevelopment housing funds. However, beginning with PY 2010, the City decided to no longer direct these funds toward housing rehabilitation, choosing instead to reserve these funds exclusively for the production of new housing units.

2.3 Other Public and Private Funding Resources

Other major sources of competitively-awarded funds that may be available to the City for housing and community development needs are summarized as follows:

- State programs including the Mobilehome Park Conversion Program;
- California Housing Finance Agency (CHFA);
- CFHA Home Mortgage Purchase Program;
- Multiple rental housing programs;
- Low Income Housing Tax Credit (LIHTC) program for rental housing;
- California Housing Rehabilitation Program—Owner Component (CHRP); and
- Mortgage Credit Certificate Program

3. ACTIVITIES TO BE UNDERTAKEN

HIGH PRIORITY

3.1 HOUSING

GOAL 1: MAINTAIN MULTI-FAMILY HOUSING UNITS THROUGH HOUSING REHABILITATION PROGRAMS.

The City will continue to pursue the following activities during program year 2011-2012:

3.1.1. Multi-Family Housing Rehabilitation Programs

The city does not expect to allocate CDBG funds for a Multi-Family Housing Rehabilitation Program for program year 2011-2012, because of the limited proportion of multi-family units among the City's housing stock, and limited demand for these services in previous years. However, the Scottsdale Townhomes complex in the southern portion of the City (23400 block of South Avalon Boulevard) remains an area of emphasis for the City, and it is anticipated that a significant portion of Neighborhood Stabilization Program (NSP) funds (made available to the City through the California Department of Housing & Community Development) will be directed toward Scottsdale.

Objective Outcome: (1) Implement and complete a revitalization plan in the



Scottsdale Townhomes complex by the year 2015.

Benefit: Very low- and low-income homeowners

Funding Source: Neighborhood Stabilization Program Funds

Geographic Distribution: CDBG and NSP target areas and Redevelopment Project Areas within the City.

GOAL 2: MAINTAIN SINGLE-FAMILY AND MOBILEHOME HOUSING UNITS THROUGH HOUSING REHABILITATION PROGRAMS.

The City will continue to carry out the following activities to assist income-qualified homeowners in maintaining their dwellings. These activities enable homeowners to address health and safety issues such as roofing, plumbing, electrical (including replacement of electrical outlets with Ground Fault Circuit Interrupter outlets), and heating problems, hazardous walls and fences, entry door replacement, and installation of smoke detectors. Eligible secondary items include interior and exterior painting, stucco work, and replacement of windows, flooring, and kitchen fixtures.

3.1.2 Single-Family Housing Rehabilitation Programs

Neighborhood Pride Program

\$321,564

National Objective: Low/Moderate Income Housing (LMH)

Beginning with the 2011-2012 program year, the formerly separate components for single-family residences and mobilehomes within the Neighborhood Pride Program will operate as a single activity. However, the existing eligibility criteria for the two types of housing will remain.

Both grants and deferred loans are available to owner-occupants of single-family homes. However, the same homeowner cannot receive both a loan and a grant. Available loans for rehabilitation have a maximum amount of \$25,000. The interest rate is 3%. Payment in full, including principal and accrued interest, is due when the property changes ownership, is refinanced with cash out to the homeowner, or the title is transferred. This loan program is on a one time per property basis. Grants are available for up to \$10,000. Items eligible for assistance include; roofing, driveway replacement, exterior painting, stucco work, faulty plumbing, heating and hazardous wiring repairs and security lighting. The Homes and Gardens component provides grants of up to \$10,000. Items eligible for assistance include roofing, new driveways, exterior painting, stucco, faulty plumbing, heating and hazardous wiring repairs, and security lighting. Participants may also be eligible for an exterior grant of up to \$5,000.

Grants in amounts of up to \$5,000 are available for owner-occupants residing in the 23 mobilehome parks located throughout the City. (Mobilehome residents are not eligible for loans.) Eligible items include: roofing, replacement of deteriorated stairs, faulty plumbing and heating, hazardous wiring, repairs and security lighting.

Objective Outcome: (1) Rehabilitate 15 single-family units during program year 2011.
(2) Rehabilitate 20 mobilehome units during program year 2011.

Benefit: Very low- and low-income large homeowners (families)

Funding Source: CDBG.

Geographic Distribution: Citywide, based on applicants meeting the low-/moderate income parameters

GOAL 3: INCREASE THE SUPPLY OF AFFORDABLE HOUSING WITHIN THE CITY.

Development Funding for Multi-Family Housing

National Objective: Low/Moderate Income Housing (LMH)

The City has committed approximately \$13.9 million in financial assistance, drawn from the Redevelopment Agency 20% Housing Set-Aside, to developers of affordable multi-family housing within the City over an eight-year period. An example of this is the Carson City Center project, (location?) scheduled for completion in program year 2011, which will result in the addition of 100 affordable units.

Objective Outcome: Facilitate the provision of as many affordable multi-family units within program year 2011 as market conditions and funding sources permit.

Benefit: Very low- and low-income renters

Funding Source: Redevelopment Agency 20% Housing Set-Aside Funds, and Private Sector Financing

Geographic Distribution: Strategically selected sites throughout the City

Housing Development Through Development Agreements

National Objective: Low/Moderate Income Housing (LMH)

The City has committed approximately \$15 million in financial assistance, drawn from the Redevelopment Agency 20% Housing Set-Aside, to assist developers of affordable single-family for-sale housing within the City over an eight-year period.

Objective Outcome: Facilitate the provision of as many affordable single-family for-sale housing units within program year 2011 as market conditions and funding sources permit.

Benefit: Very low- and low-income homeowners

Funding Source: Redevelopment Agency 20% Housing Set-Aside Funds, and Private Sector Financing

GOAL 4: PROVIDE DOWN PAYMENT ASSISTANCE TO ELIGIBLE LOW- AND MODERATE-INCOME FIRST-TIME HOMEBUYERS.

First-Time Homebuyers Program

The City of Carson Redevelopment Agency, utilizing approximately \$1.2 million annually in Redevelopment Agency 20% Housing Set-Aside Funds, offers a First-Time Homebuyers Loan Program which provides a subsidy in the form of down payment assistance up to \$100,000 for home purchases. The City had increased the maximum

loan amount to \$150,000 in April of 2008, before unexpected demand (which resulted in an additional program appropriation of \$3.74 million) prompted the reinstitution of the \$100,000 maximum amount in December of 2008. The City anticipates assisting approximately 10 units for the 2011 program year.

Lease-To-Own Program

For the 2011 program year, the City does not anticipate assisting units with this program due to lack of participant interest in recent years. (This program had been operated by the Pacific Housing and Finance Agency in cooperation with the City.)

Mortgage Credit Certificate (MCC) Program

The City offers this program administered through the Los Angeles County Community Development Commission (LACDC).

The MCC program offers the first-time homebuyer a Federal income tax credit. This credit reduces the amount of Federal taxes the holder of the certificate would pay. It can also help the first-time homebuyer qualify for a loan by allowing a lender to reduce the housing expense ratio by the amount of tax savings.

The qualified homebuyer who is awarded an MCC may take an annual credit against their federal income taxes paid on the homebuyer's mortgage. The credit is subtracted dollar-for-dollar from the homebuyer's federal income taxes. The qualified buyer is awarded a tax credit of up to 15%, and the remaining 85% is taken as a deduction from the income in the usual manner.

The County does not make loans. The homebuyer must go through the normal process of choosing a Realtor, finding a house, condo, townhouse, mobilehome or two-unit property, and arranging financing with a participating lender. If the home is eligible, the lender fills out the MCC application forms for the buyer, and sends them to the County for review. If the buyer and the home qualify, the County can then issue an MCC.

After the MCC is received, a buyer can take the income tax credit every year, as long as the buyer keeps the same home and the original first mortgage, and continues to live in the house as the principal residence.

The MCC will reduce the amount of income taxes due to the federal government; however, the tax benefit cannot exceed the amount of federal taxes owed for the year after other credits and deductions have been taken. The tax credits can be carried forward three years until used.

Participating homebuyers may wish to adjust their Federal income tax withholding in order to receive the MCC benefit on a monthly basis.

The difference between a tax credit and a tax deduction is described as follows: A tax deduction is subtracted from the adjusted gross income before a buyer calculates federal income taxes. A tax credit, on the other hand, entitles the taxpayer to subtract the amount of credit from his or her total federal income tax bill.

Objective Outcome: Provide ten first-time homebuyers with down payment assistance during program year 2011.

Benefit: Very low-, low-, and moderate-income homebuyers.

Funding Source: Redevelopment Agency 20% Housing Set-Aside Funds, State Housing Bond Funds, Private Sector Financing.

Geographic Distribution: Citywide.

GOAL 5: ENHANCE CRIME AWARENESS IN VERY LOW- AND LOW-INCOME NEIGHBORHOODS THROUGH LAW ENFORCEMENT AND RELATED CODE ENFORCEMENT SERVICES.

3.1.2. Public Safety Programs

Public Safety Division

The City of Carson is committed to ensuring the most effective and economical allocation of resources for the maximum benefit and protection of the civilian population in time of emergency.

The City Council gives its full support and urges all officials, employees, and citizens, individually and collectively, to do their share in the total emergency effort of the City.

The following services are provided through the City's General Fund:

Code Enforcement Program

The City will continue to support code enforcement officers to inspect for health & safety, zoning, building and municipal code violations. Quite often, these problems are indicative of or related to particular law enforcement issues within a particular community, so the code enforcement officers work closely with the Los Angeles County Sheriff's Department, with which the City contracts for law enforcement services. Code enforcement officers also work with Housing and Neighborhood Division staff to provide information and resources that may be available to the homeowner in order to correct the violations and arrest the decline of target areas within the City.

Graffiti Removal Program

Graffiti is removed in public right-of-ways, both public and private property, from wooden fences, cinder block walls, chain link fences with privacy material, sidewalks, unpainted curbs, utility boxes and poles, building structures, some public bridges, overpasses and some areas within the flood control. Graffiti in alleys is removed as time permits. Within the City of Carson structure, the General Buildings Maintenance section within the Landscape/Buildings Maintenance Division is responsible for graffiti removal in parks, and Public Works Maintenance removes graffiti on street surfaces and signs. The California Department of Transportation maintains freeways, and the Los Angeles County Public Works Division maintains flood control canals.

- Objective Outcome:**
- (1) Assign a code enforcement officer or officers to provide approximately 1000 hours of service to achieve inspections of blighted housing units within low-income enhancement areas during program year 2011.
 - (2) Support or assign one Carson Sheriff's Deputy to provide law enforcement crime awareness education to approximately 40 residents during program year 2011.

Benefit: Very low- and low-income residents.

Funding Source: City General Fund.

Geographic Distribution: Services are available Citywide.

GOAL 6: SUPPORT THE ENFORCEMENT OF FAIR HOUSING LAWS AND SERVICES TO AFFIRMATIVELY FURTHER FAIR HOUSING WITHIN THE CITY.

Over the past several years, the City has implemented a Fair Housing Program. This program is designed to limit discrimination on the basis of race, color, national origin, handicap, gender, or creed. In order to implement this plan, the City has maintained an agreement with the Housing Rights Center (HRC) to provide such services.

During the 2011-2012 program year, the HRC will effectively provide these services to Carson residents.

3.1.3. Fair Housing

Housing Rights Center

\$ 32,240

National Objective: No Applicable Category (Program Administration), though it could also qualify as Low/Moderate Income Clientele (LMC)

The Housing Rights Center will provide fair housing workshops for property owners, management, and tenant, education, outreach, and enforcement complaints in accordance with State and Federal civil/housing rights laws. HRC's program consists of the following components:

Housing Discrimination Complaint Investigation

HRC investigates housing discrimination complaints brought under both State and Federal fair housing laws. A housing discrimination complaint can be investigated through testing, the gathering of witness statements, or through research surveys. HRC resolves cases in a number of ways including conciliation, litigation or referrals.

HRC's litigation department has been very successful at winning strong judgments and settlements for its clients. Over a recent three-year period, HRC has represented over 100 clients and generated over \$2 million in settlements.

Fair Housing Education and Outreach

HRC has established an effective and comprehensive outreach and education program by continuously developing and distributing written materials that describe the applicable laws that protect against housing discrimination and ways to prevent housing injustices.

Tenant and Landlord Counseling

HRC provides telephone and in-person counseling to both tenants and landlords regarding their respective rights and responsibilities under California law and local city ordinances. In addition to answering basic housing questions, counselors commonly cite specific civil codes that pertain to the client's matter and/or provide sample letters that discuss a particular issue.

When a client's matter is outside the scope of HRC's services, HRC provides appropriate referral information. These referrals include, but are not limited to local housing authorities, health, and building and safety departments, legal assistance agencies, and other social service providers.

Objective Outcome: Provide fair housing assistance to approximately 45 Carson residents during program year 2011.

Benefit: Very low- and low-income residents.

National Objective: Benefit to low- and moderate-income persons.

Funding Source: CDBG.

Geographic Distribution: Services are available to low-income persons citywide.

GOAL 7: SUPPORT PUBLIC HOUSING SERVICES FOR INDIVIDUALS SEEKING RENTAL ASSISTANCE.

Los Angeles County Housing Authority (LACHA)

As in previous years, the Los Angeles County Housing Authority (LACHA) will provide Section 8 subsidies for Carson residents during program year 2011.

Objective Outcome: Provide Section 8 rental assistance vouchers for 60 homeless persons, individuals at risk of becoming homeless, or families during program year 2011.

Benefit: Very low- and low-income residents.

Funding Source: HUD Section 8 funding.

Geographic Distribution: Services are available to low-income households citywide.

GOAL 8: INCREASE MINORITY HOMEOWNERSHIP.

Objective Outcome:

- (1) Provide education to low-income minority groups by distributing booklets and conducting seminars on the homeownership process.
- (2) Provide information on City and other available programs and related initiatives conducted by private sector entities (such as the real estate and lending communities) and non-profit entities (such as Los Angeles Neighborhood Housing Services and Habitat for Humanity).

Benefit: Very low- and low-income minority residents.

Annual Programs: First-Time Homebuyers' Program, related programs operated by private and non-profit entities.

Funding Source: Redevelopment Agency 20% Housing Set-Aside Funds, Neighborhood Stabilization Program, Private/Non-Profit Funding.

Geographic Distribution: Citywide.

GOAL 9: REDUCE LEAD-BASED PAINT HAZARDS THROUGH EDUCATION, INSPECTION, REHABILITATION, AND ABATEMENT.

The Lead-Based Paint Program will reduce the number of housing units with lead-based paint hazards on a citywide basis.

Objective Outcome: The City's Housing and Neighborhood Development Division will assist households with the appropriate lead-based paint inspection, testing, and abatement. The City's five-year goal is to reduce or eliminate lead-based paint hazards through outreach education that addresses the hazards.

Benefit: Low-income persons/families living in contaminated properties.

Annual Programs: Neighborhood Pride Program, Single-Family, and Mobilehome Programs

Funding Source: CDBG

Geographic Distribution: Citywide

3.2 HOMELESS NEEDS GOALS

Carson's homeless needs strategy had been based on an outdated number of 26 individuals, 20 of whom were sheltered and six unsheltered at the time. However, in January, 2006, the Los Angeles Homeless Services Authority (LAHSA), an agency charged with coordinating a regional approach to homelessness throughout Los Angeles County, released the results of a comprehensive homeless enumeration it had commissioned approximately one year earlier. That enumeration was updated in January, 2007, and in June, 2007, LAHSA released data compiled through that updated enumeration. This updated enumeration and related report, which will be discussed more extensively in this Annual Action Plan, promises to serve as the cornerstone of strategies to address homelessness, both locally and Countywide, over the coming years.

Continuing with its schedule of updating its homeless count every two years, LAHSA conducted a new count in January of 2009. (Another count was undertaken in January 2011, but results from it are far from being available.) At this point, the results of the 2009 count have been localized only to the County Supervisorial District level (Carson is located in District 2). As a number of area local governments, including Carson, were interested in obtaining localized data on homelessness within their jurisdictions, LAHSA had developed a process for developing local counts. However, breakdowns in the communication of that process to the local governments by LAHSA resulted in only 15 of the City's 88 cities being included in that process.

For coordination of a number of social and human services functions, Los Angeles County is divided geographically into eight Service Planning Areas (SPAs). The City of Carson is located in SPA 8 (South Bay). This area encompasses several neighboring jurisdictions and five unincorporated Los Angeles County areas.

The City of Carson has historically provided CDBG funding support to agencies assisting the homeless. At present, the City supports one transitional shelter, Peace and Joy Care Center. Peace and Joy Care Center is heavily used. The City is cognizant of the need for and supports the provision of more shelters and support services for the homeless in the City, particularly in light of the closure (during program year 2007) of a second facility in Carson, Akila Concepts, Inc./Charlotte's House.

During the 2011 program year, the City will continue to increase its participation in regional efforts that will help identify the nature and needs of its homeless population.

HIGH PRIORITY

GOAL 1: SUPPORT THE EXPANSION AND IMPROVEMENT OF PROGRAMS THAT PROVIDE SERVICES AND/OR EMERGENCY SHELTER TO ASSIST HOMELESS PERSONS/FAMILIES OR THOSE AT RISK OF BECOMING HOMELESS.

Peace and Joy Care Center

\$ 13,183

National Objective: Low/Moderate Income Clientele (LMC)

(Address suppressed) - This shelter will provide transitional shelter and assistance to victims of domestic violence including battered and abused women and their children. The shelter provides housing, food, and counseling service to participants. The shelter also operates a 24-hour bilingual telephone referral service.

Objective Outcome: Provide services or seven shelter beds for approximately 15 homeless persons and/or families, or persons at risk of becoming homeless during program year 2011.

Benefit: Homeless individuals and families, and those at risk of becoming homeless.

Funding Source: CDBG, LACHA, LAHSA

Geographic Distribution: Services for homeless persons citywide.

GOAL 2: SUPPORT A CONTINUUM OF CARE STRATEGY THAT STRIVES TO END CHRONIC HOMELESSNESS BY AIDING HOMELESS INDIVIDUALS AND FAMILIES THROUGH SERVICES AND SHELTER.

During the 2011 program year, the City will continue to help coordinate a comprehensive continuum of care for the homeless in the South Bay communities.

Objective Outcome: (1) Provide support for up to 40 shelter beds for 20 homeless individuals and/or families transitioning to permanent housing during program year 2011.

(2) Establish, maintain, and support a Homeless Task Force within the City of Carson to address homeless problems.

(3) Provide services for 20 homeless individuals and/or families transitioning to permanent housing during program year 2011.

Benefit: Homeless individuals and families, and those at risk of becoming homeless.

Annual Programs: Department of Public and Social Services (DPSS) homeless Programs, LAHSA, Peace and Joy Care Center.

Funding Sources: CDBG, LACHA, LAHSA, DPSS.

Geographic Distribution: Services for homeless persons citywide.

3.3. PERSONS WITH OTHER SPECIAL NEEDS GOALS

PERSONS WITH DISABILITIES

GOAL 1: SUPPORT SERVICES FOR PHYSICALLY DISABLED INDIVIDUALS AND FAMILIES.

During program year 2011, the City did not allocate CDBG funds toward programs for the disabled, however, the City will continue (through the allocation of General Fund dollars) to support the Social Services Adult Respite Program administered by the City of Carson's Social Services Division.

Objective Outcome: Provide supportive services to five physically disabled persons during program year 2011.

Benefit: Physically disabled persons.

Annual Programs: City of Carson Social Services Adult Respite Care Program.

Funding Source: City General Fund.

Geographic Distribution: Citywide.

GOAL 2: SUPPORT SERVICES FOR INDIVIDUALS WITH HIV/AIDS.

The Children's Clinic **\$ 7,683**

National Objective: Low/Moderate Income Clientele (LMC)

The Children's Clinic will provide comprehensive and preventive health care and education for low-income uninsured children and their families.

Objective Outcome: Provide supportive services to five persons suffering with HIV/AIDS during program year 2011.

Benefit: Persons with HIV/AIDS.

Funding Source: CDBG.

Geographic Distribution: Services for persons Citywide.

GOAL 3: SUPPORT SOCIAL SERVICES ACTIVITIES FOR SPECIAL NEEDS INDIVIDUALS AND FAMILIES.

Peace and Joy Care Center **(See 3.2, Goal 1, for funding amount)**

National Objective: Low/Moderate Income Clientele (LMC)

(Address suppressed) – This activity will provide transitional shelter and assistance to battered and abused women and their children. The shelter provides housing, food, and counseling services to participants. The shelter also operates a 24-hour bilingual telephone referral service.

South Bay Family Healthcare Center

\$ 10,183

National Objective: Low/Moderate Income Clientele (LMC)

The South Bay Family Healthcare Center will provide general medical services for Carson High School students.

Objective Outcome: (1) Provide supportive services to five victims of domestic violence during program year 2011.

(2) Provide supportive services to five persons needing health care during program year 2011.

(3) Provide supportive services to five persons needing hearing-impaired services during program year 2011.

Benefit: Persons with other special needs.

Funding Source: CDBG.

Geographic Distribution: Citywide.

3.4 PUBLIC SERVICES

GOAL 1: EXPAND AND IMPROVE PUBLIC SERVICE PROGRAMS SERVING THE YOUTH, ELDERLY, AND LOW INCOME POPULATIONS.

GOAL 2: SUPPORT SERVICES FOR YOUTH AND AT-RISK YOUTH.

HIGH PRIORITY

Apollo West Theatre and Drama Workshop

\$ 7,500

National Objective: Low/Moderate Income Clientele (LMC)

426 West Carson Street, Suite 6 – This activity will enable clients, primarily at-risk youth, to develop skills in the area of cinematography that will hopefully translate into employment opportunities.

Boys and Girls Club of Carson

\$ 12,683

National Objective: Low/Moderate Income Clientele (LMC)

21502 South Main Street – This activity will provide a variety of after-school development and educational support programming for youth.

Bridges Community Economic Development Corporation

\$ 8,183

National Objective: Low/Moderate Income Clientele (LMC)

20793 South Main Street – This activity will provide educational support programming to encourage and prepare students to enter college.

Carson Coordinating Council—Carson Child Guidance Program

\$ 15,183

National Objective: Low/Moderate Income Clientele (LMC)

340 West 224th Street – This activity will provide on-site school counseling services for “at-risk” youth at Bonita Street, Carson Street, Dolores Street, and 232nd Place Elementary Schools; Carnegie, Curtiss, and White Middle Schools; and Carson High School

The Children’s Clinic

(See 3.3. Goal 2, for funding amount)

National Objective: Low/Moderate Income Clientele (LMC)

2790 Atlantic Avenue, Long Beach – This activity will provide medical services for uninsured and underinsured children and their families residing in the City of Carson.

El Nido Family Centers

\$ 13,183

National Objective: Low/Moderate Income Clientele (LMC)

460 Carson Plaza Court, #106 – This activity will provide a variety of services to “at-risk” youth in Carson and their families, including child abuse treatment and counseling, delinquency prevention programs, services to pregnant and parenting teens, and parent education programs.

Gang Alternatives Program

\$ 7,683

National Objective: Low/Moderate Income Clientele (LMC)

309 West Opp Street, Wilmington – This activity will provide a gang prevention curriculum to all fourth grade students in designated elementary schools to educate at-risk youth about the dangers of gang lifestyles before those lifestyles become attractive.

Gardena-Carson Family YMCA

\$ 10,183

National Objective: Low/Moderate Income Clientele (LMC)

1000 West Artesia Boulevard, Gardena – This activity will provide a health improvement program (incorporating exercise, nutritional education, and other healthy lifestyle promotion activities) focusing on persons with diabetes.

Los Angeles County Sheriff’s Department Carson Gang Diversion Team

\$ 8,183

National Objective: Low/Moderate Income Clientele (LMC)

21356 South Avalon Boulevard – This activity will provide a youth services/gang diversion program including counseling and case management. (This program differs from the Gang Alternatives Program in that this program focuses on youth that have already developed gang affiliations.)

Milestones Family Learning Center

\$ 7,683

National Objective: Low/Moderate Income Clientele (LMC)

550 East Carson Plaza Drive, Suite 203 – This activity, a first-time recipient of CDBG funds in PY 2011, will provide an afterschool learning program, tutoring and dropout prevention services, and other educational support programming.

Millennium Momentum Foundation \$ 7,500

National Objective: Low/Moderate Income Clientele (LMC)

(Services to be provided at California State University-Dominguez Hills, 1000 East Victoria Street) – This activity, a first-time recipient of CDBG funds in PY 2011, will provide a program of leadership development and educational/employment readiness training for youth.

Office of Samoan Affairs, Inc. \$ 10,683

National Objective: Low/Moderate Income Clientele (LMC)

20715 South Avalon Boulevard, Suite 200 – This activity will provide services consisting of computer training, an after-school program, and employment assistance.

Philippine Independence Day Foundation \$ 7,500

National Objective: Low/Moderate Income Clientele (LMC)

22122 South Main Street – This activity, a first-time recipient of CDBG funds in PY 2011, will provide an after-school youth athletic league.

South Bay Family Healthcare Center \$ 10,000

National Objective: Low/Moderate Income Clientele (LMC)

22328 South Main Street – This activity will provide a medical and referral services program at Carson High School for low- and moderate-income students and households.

Objective Outcome: Expand and improve public service programs serving the youth, elderly, and low-income populations; assist 1,200 target group residents.

Benefit: Low and moderate-income persons, and persons with special needs.

Funding Source: Community Development Block Grant (CDBG).

Geographic Distribution: Citywide.

ELDERLY AND FRAIL ELDERLY

GOAL 5: SUPPORT SERVICES FOR FRAIL ELDERLY INDIVIDUALS THAT PRESERVE WELL-BEING AND INDEPENDENCE.

Erasto R. Batongmalaque Foundation/Filipino Veterans Foundation \$ 7,500

National Objective: Low/Moderate Income Clientele (LMC)

23247 South Main Street – This activity will provide advocacy/intervention programming for senior citizens to improve their quality of life in several areas.

Samoan American Senior Citizens Involvement, Inc. \$ 8,183

National Objective: Low/Moderate Income Clientele (LMC)

23742 South Main Street – This activity will provide adult day care, along with health education and maintenance programs, to senior citizens.

Samoan Federation of America \$ 7,683

National Objective: Low/Moderate Income Clientele (LMC)

404 East Carson Street – This activity will provide seniors English as a Second Language courses, as well as training and counseling sessions on home economics, emergency lifeline handling, and self-sufficiency.

Objective Outcome: Provide services for 50 frail elderly citizens during program year 2011.

Benefit: Frail Elderly.

Funding Source: CDBG

Geographic Distribution: Citywide.

SPECIAL NEEDS INDIVIDUALS

GOAL 6: SUPPORT SERVICES FOR SPECIAL NEEDS INDIVIDUALS

**National Council on Alcoholism and Drug Dependence
of the South Bay (South Bay Alcoholism Services)** \$ 7,500

National Objective: Low/Moderate Income Clientele (LMC)

1334 Post Avenue, Torrance (with services to be provided at other locations, including Victory Outreach, 761 East 223rd Street) – This activity, a first-time recipient of CDBG funds in PY 2011, will provide substance abuse prevention and anger management counseling services.

Objective Outcome: Provide services to 50 special needs individuals during program year 2011.

Benefit: Special Needs Individuals

Funding Source: CDBG

Geographic Distribution: Citywide

3.5 NON-HOUSING COMMUNITY DEVELOPMENT GOALS

3.5.1. Public Facilities

HIGH PRIORITY

GOAL 1: PROVIDE FOR PUBLIC FACILITY IMPROVEMENTS FOR COMMUNITY CENTERS, SENIOR CENTERS, AND OTHER PUBLIC SERVICE FACILITIES THROUGH DESIGN AND CONSTRUCTION.

(For program year 2011, the City did not allocate CDBG funds for public facility projects.)

Objective Outcome: Support the improvement of one public facility during program year 2011.

Benefit: Youth, seniors, and persons with special needs.

Annual Programs: Carson Senior Center, City of Carson park and recreation facilities, public service agency facilities.

Funding Source: City General Fund, Private and Non-Profit Sector Funding.

Geographical Distribution: CDBG Target Areas and Citywide.

3.5.2 Infrastructure

HIGH PRIORITY

GOAL 1: IMPROVE INFRASTRUCTURE TO MEET AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS THROUGH DESIGN AND CONSTRUCTION.

For the 2011 program year, the City will continue to target available funds other than CDBG for sidewalk reconstruction, street resurfacing, and curb cuts.

Objective Outcome: Provide major street reconstruction (including street, sidewalk and gutter, curb cuts, and ADA access), storm drain and sewer improvements, and water capacity improvements in one designated enhancement area during program year 2011.

Benefit: Disabled residents, and residents of low- and moderate-income areas.

Funding Source: State Gasoline Tax, State Measure A initiative, Redevelopment Agency 20% Housing Set-Aside Funds, and City Capital Project Funds.

Geographic Distribution: Citywide.

GOAL 2: REMOVE ARCHITECTURAL BARRIERS TO INCREASE ACCESSIBILITY TO PUBLIC FACILITIES FOR PERSONS WITH PHYSICAL DISABILITIES.

For the 2011 program year, the City will continue to target available funds other than CDBG for physical improvements including street, sidewalk and gutter, curb cuts, and ADA access. Projects will be administered by the City's Public Works Division.

Objective Outcome: Provide major street reconstruction, and capacity improvements through rehabilitation in one designated enhancement area during program year 2011.

Benefit: Disabled residents.

Funding Source: CDBG, State Gasoline Tax, State Measure A initiative, Redevelopment Agency 20% Housing Set-Aside Funds, and City Capital Project Funds.

Geographic Distribution: Eligible target areas and Redevelopment Project Areas.

3.5.3 Economic Development

HIGH PRIORITY

GOAL 1: PROMOTE, MAINTAIN, OR EXPAND THE CITY'S ECONOMIC BASE THROUGH COMMERCIAL REHABILITATION AND RETENTION PROGRAMS FOR BUSINESSES WITHIN THE CITY.

GOAL 2: REMOVE ARCHITECTURAL BARRIERS TO INCREASE ACCESSIBILITY TO NEIGHBORHOOD COMMERCIAL CENTERS FOR PERSONS WITH PHYSICAL DISABILITIES.

For program year 2011, the City is specifically allocating CDBG funds in the amount of \$500,000 for the Commercial Loans & Grants program, to meet the following objectives:

Commercial Loans & Grants Program **\$500,000**

National Objective: Low/Moderate Income Area (LMA)

This Commercial Rehabilitation program offers property owners a grant up to \$25,000 with a matching deferred loan of \$25,000 for eligible façade and exterior improvements. The city offers an additional \$5,000 grant to replace signage. The program provides grants and loans to rehabilitate existing commercial buildings. Eligible work includes new stucco, paint, store fronts, architectural enhancements, stone or brick veneers, channel letter signs, parking lot sealing and striping, landscaping and hardscaping.

- Objective Outcome:**
- (1) Provide 10 new jobs for low-income residents during program year 2011.
 - (2) Assist a minimum of five existing businesses during program year 2011.
 - (3) Install beautification enhancements in commercial areas serving low- and moderate-income areas to increase functionality and aesthetics, and promote safety during program year 2011.

Benefit: Carson businesses, low-/moderate- income residents, and disabled residents.

Funding Sources: CDBG

Geographical Distribution: Citywide.

4. ANTI-POVERTY

The mission statement for the City's anti-poverty strategy is to "Enhance the quality of life in the City of Carson through promotion of a strong local economy that offers growing employment and

business opportunities and supports a healthy and diversified tax base vital to the long-term viability of the City and its citizens.”

The City's Economic Development Strategy contains goals, objectives for each goal, and action steps for each objective. Goals, objectives, and action steps are directly related towards accomplishing the Economic Development Strategy mission statement.

The action steps are activities that will increase the opportunities to raise family income, resulting in greater access to affordable housing and reduce the number of families overpaying for their housing. Increased family income will also assist lower income families meet the cost of child care and other services that are presently out of reach for many lower-income families. Together with the first-time homebuyer program, mobilehome park space rent control, and incentives to develop new affordable housing, the Economic Development strategy is a major component of the City's anti-poverty efforts.

5. GEOGRAPHIC DISTRIBUTION

Since the City of Carson is an exception entitlement jurisdiction, the geographic distribution of the proposed projects illustrated throughout this document represent designated areas in the City that are primarily residential and where at least 38.4% of the residents are of low to moderate income. The Neighborhood Pride residential rehabilitation program is available citywide to persons of low and moderate income. Public improvement projects funded with CDBG monies are located primarily in the City's CDBG target areas. Supportive services are available citywide to low-income residents and persons with special needs.

6. CONTINUUM OF CARE (HOMELESSNESS)

The United States Department of Housing and Urban Development has developed a Continuum of Care (CoC) model on a nationwide basis. This model addresses a variety of needs, recognizing that not all homeless persons are at the same level of stability.

The Los Angeles County Homeless Services Authority (LAHSA) is a joint powers authority created by the City and County of Los Angeles for the purpose of planning, coordinating, and managing resources for homeless programs. As such, LAHSA is the lead agency for developing a CoC strategy for the region (Los Angeles Continuum of Care, or LACoC). Additionally, through LAHSA, funding, program design, outcomes assessment, and technical assistance is provided to over 100 non-profit partner agencies operating within the City and County of Los Angeles. LAHSA manages the CoC planning process separately from the Consolidated Plan processes conducted by the County and the incorporated cities within the County. However, LAHSA extensively cooperates and shares information with all cities that administer their own grant funding for homeless programs. Information on homeless issues, needs, programs, and gaps which the cities obtain through the consolidated planning public participation process is likewise shared with LAHSA. LAHSA issued its most recent CoC update in October of 2008.

For a variety of services, Los Angeles County is divided into eight Service Planning Areas (SPAs). LAHSA utilizes these SPAs in planning, coordinating, and managing resources for homeless programs. Carson is located in SPA 8—South Bay. The boundary between SPA 8 and the adjacent SPA 6—South for the most part coincides with the boundary between Carson and the adjacent City of Compton. As a result, some of the agencies receiving resources have service areas that overlap the SPA boundaries, and consequently Carson residents may and frequently do avail themselves of services physically located in SPA 6. For example, a Carson-based agency, Peace and Joy Care Center, operates residential facilities in a number of locations that are kept confidential for security reasons. Because of the multiple locations, a number of which are located in SPA 6, Peace and Joy Care Center is listed by LAHSA under SPA 6, though it actually has facilities in both SPAs 6 and 8.

As part of the planning, coordinating, and management process for the local CoC, LAHSA each year conducts an extensive series of countywide meetings with the purpose of creating and refining development goals and setting annual funding priorities for the entire community. This planning effort is intended to be collaborative in nature, and to be inclusive of both stakeholders and geographic concerns. The LACoC region includes 88 cities, 34 of which are entitlement cities. The centerpiece of that Countywide effort is a ten-year strategic plan to end homelessness called *Bring LA Home! The Partnership to End Homelessness*, initiated in 2003-2004 in conjunction with the Los Angeles Coalition to End Hunger & Homelessness

Bring LA Home! mirrors similar efforts initiated on a nationwide scale. The "National Plan to End Homelessness in 10 Years", developed by the National Alliance to End Homelessness, was adopted by then-President George W. Bush and then-HUD Secretary Mel Martinez as a national blueprint, and a number of metropolitan areas have either issued their own plans or begun a strategic planning process.

LAHSA has engaged a consulting team, bringing together two independent, non-profit organizations, the Economic Roundtable, and the Institute for the Study of Homelessness and Poverty at the Weingart Center. These two organizations have proposed an approach that is designed to be highly inclusive and develop consensus and active support among advocates, political and business leaders, government administrators, homeless persons, direct service providers, and faith-based and other community organizations. The final Strategic Plan is anticipated to be a comprehensive body of recommendations to end homelessness in Los Angeles County that will be embraced and enacted by community and political leadership.

Key components of the Strategic Planning process include:

- Creation of a Steering Committee comprised of over 50 distinguished leaders from business, government, faith-based, labor, direct service delivery, advocacy, and civic organizations. The Steering Committee will commission the Plan, review and approve work products, and issue the final report.
- Building an Information Base: The Economic Roundtable will conduct new research and provide information about the composition of the County's homeless population, the geographic distribution of that population, and self-sufficiency outcomes of homeless working people. In addition, the Institute for the Study of Homelessness and Poverty will compile and issue information on outcomes, service delivery strategies, and initiatives begun in other jurisdictions.
- Obtaining Input from Stakeholders: The Project Team will facilitate many community meetings with interested stakeholders to obtain valuable input. Stakeholders are considered to include organizations serving different segments of the homeless population, advocates, community and business organizations, homeless individuals, and public sector organizations. The objectives of these meetings will be to receive information and suggestions, review the draft plan, and explore needs and resource availability, service delivery strategies, and innovative approaches to the integration and coordination of services.
- Issuing Documents: The Project Team will produce several written reports that will provide subject matter for the meetings, and elicit feedback and action. These include 1) a profile of the County's homeless population, with a quantification of the activity and outcomes required to eliminate both short-term and chronic homelessness; 2) findings from homeless individuals, service providers, and public sector organizations; 3) a Draft Plan, including an analysis of the resources and coordination required to end homelessness, a data collection strategy, performance goals, and accountability mechanisms, and 4) the final Strategic Plan report.

In January 2005, for the first time ever, a point-in-time Countywide homeless count was conducted, as a means of establishing an essential baseline against which to measure progress against homelessness. The official results of this point-in-time count were released in January,

2006. This count yielded an estimate of 82,291 persons who are homeless in the County on any given night, 34,512 of whom meet HUD's definition of chronic homelessness. This homeless count was updated in January of 2007. Preliminary results were released in July of 2007, and the full report was issued in October of 2007. These results would appear to show progress in the battle against homelessness, as the number who are homeless on any given night in the County dropped to 68,608 (a reduction of 16.6%), and the number of those meeting HUD's definition of chronic homelessness dropped to 22,376 (a reduction of 35.2%). An updated Countywide homeless count was conducted by LAHSA in January 2009, and results of that count are expected to be available this summer.

As approved by both the Blue Ribbon Panel guiding the *Bring LA Home!* effort and the LAHSA Commission in June 2005, the Los Angeles County CoC programmatic strategy to end chronic homelessness includes three components: engagement, housing, and services. Though the original intent of the CoC model was to ensure that the homeless delivery system as a whole would have a mix of temporary and permanent housing to accommodate different needs, it nonetheless suggests a progression from one stage to the next. However, in considering the complex needs of persons who are chronically homeless, this assumption of progress has proven to be unrealistic. For a client who has both a mental illness and addiction, there will likely be a series of peaks and valleys in the recovery and stabilization process. Consequently, the Blue Ribbon Panel recognized that the housing solutions proposed should be sufficiently flexible to accommodate the peaks and valleys associated with recovery from extended or repeated homelessness, untreated mental illness, and/or addiction. The Blue Ribbon Panel Executive Committee adopted the following strategy: "Create a variety of housing types for people who are chronically homeless including the development of low demand/high tolerance emergency housing facilities, at least three safe havens, and 32,000 units of supportive housing throughout Los Angeles County by using a combination of new construction, rehabilitated housing, and master leasing."

GOALS AND SYSTEMS UNDER DEVELOPMENT

LAHSA's June 2007 CoC update identified the following objectives and action steps within a revised ten-year plan to end homelessness:

Objectives to End Chronic Homelessness and Move Families and Individuals to Permanent Housing

- A. Create new permanent housing beds for chronically homeless persons:
 - 1. Facilitate the use of Housing Authority of the City of Los Angeles (HACLA) Section 8 Homeless Assistance Vouchers and Project-Based Vouchers to create 15 new units of permanent housing for the chronically homeless in the next 12 months and 70 units thereafter.
 - 2. Obtain 2007 Shelter Plus Care funding to ensue completion four projects throughout the County totaling 173 units for chronically homeless persons in 2008.
 - 3. Secure funding through the Governor's Chronic Homeless Initiative to facilitate the development of housing under the auspices of SRO Housing Corporation.
- B. Increase the percentage of homeless persons staying in permanent housing over six months to at least 71% (a HUD standard):
 - 1. Continue to monitor the success of permanent housing projects in meeting this objective. Identify programs performing below the HUD standard and work with administering agencies to create a strategy to improve performance.

2. Use the State Mental Health Services Act (Proposition 63) to fund housing specialist positions. These positions will provide follow-up once clients are placed and promote residential stability. Continue to provide training and support to these personnel, including access to integrated case management and financial assistance as needed to prevent loss of housing.
 3. Provide eviction prevention resources available to persons in permanent housing. Use the Los Angeles County Homeless Prevention Initiative as a means to provide emergency financial assistance to CalWORKs Non-Welfare-to-Work homeless families. Maintain eviction prevention efforts through local systems of care, including the Housing Opportunities for Persons with AIDS program.
- C. Increase the percentage of homeless persons moving from transitional housing to permanent housing to at least 61.5%:
1. Initiate a quarterly "Participant Destination" reporting requirement for all transitional housing programs. Evaluate data and meet with both high and low performing agencies for the purpose of identifying causes for high and low placement into permanent housing.
 2. Expand the capacity of permanent housing available to homeless persons exiting transitional housing programs by securing FY 2007 Shelter Plus Care funding for 261 units.
 3. Continue to use and expand the following capital financing and operating subsidy programs to increase the supply of permanent supportive housing throughout the Los Angeles County CoC: State of California Proposition 1C funds; the City of Los Angeles Permanent Supportive Housing Program, and the City of Los Angeles Section 8 Homeless Program.
 4. Implement new capital and operating funding programs through the Mental Health Services Act Statewide Housing Program and the Mental Health Services Act Housing Trust Fund.
 5. Expand housing placement services available to homeless persons through the following programs funded by the County of Los Angeles Homeless Prevention Initiative (HPI) and the County of Los Angeles Mental Health Department's Community Services and Supports Plan.
 6. Continue to identify and address both systemic and client-specific barriers that negatively impact the transition from transitional housing to permanent housing for participants.
- D. Increase the percentage of homeless persons employed at exit to at least 18% (a HUD standard):
1. Monitor each funded program quarterly. Identify programs performing below the HUD standard and work with administering agencies to create a strategy to improve performance.
 2. Continue to work with all local Workforce Investment Act (WIA) boards within the Los Angeles County CoC to ensure that homeless participants are able to access resources and be effectively served; where feasible, coordinate with WIA boards to establish computer labs connected with their WorkSource Centers at local housing programs (e. g., emergency shelters, permanent housing sites).

3. Implement the County-adopted ordinance that establishes a contracting preference of 5% for transitional employment and related supportive services for the homeless.
- E. Ensure that the CoC has a functional Homeless Management Information System (HMIS):
1. Implement 55 non-participating programs into HMIS in the next 12 months.
 2. Evaluate programs for data quality and provide additional training to those programs having difficulty collecting and entering data that is consistent with the data and technical standards.

Other Homelessness

- A. Develop Regional Implementation Plans by Geographic Area to end homelessness throughout the Los Angeles County CoC:
1. Work with the Continuum to identify sub-regions for implementation planning for the ten-year plan to end homelessness.
 2. Develop parameters for the planning process, including how to address the needs of homeless subpopulations.
 3. Integrate and report current sub-regional planning processes into overall 10-year planning.
- B. Ensure the inclusion of subpopulation needs in regional implementation plans:
1. Identify lead agency to convene Coordinating Council for Homeless Veterans.
 2. Facilitate completion of youth and young adults recommendations for ten-year plan.
- C. Ensure inclusion of priorities to address homelessness in City housing policy and planning:
1. Complete and release Los Angeles citywide affordable housing policy.

COMPONENTS OF THE COC

Fundamental components in the Los Angeles County CoC (Service Activity) include prevention, outreach, assessment, and supportive services.

Prevention

Prevention is the first key to reducing homelessness. Homeless prevention activities include income supports, rental assistance, and advocacy services. Stabilization services such as crisis intervention and one-time emergency funds to prevent eviction assist those at risk of becoming homeless to maintain their housing. In the Los Angeles County CoC, most of these prevention activities, such as general relief, CalWORKS (including the Temporary Aid to Needy Families, Emergency Assistance to Prevent Eviction, and the Moving Assistance Programs), Social Security, food stamps, Section 8, emergency food and shelter grants, the Independent Living Program (aimed at emancipating foster youth), short term assistance to persons with AIDS, and legal services advocacy, are administered by mainstream agencies. (It is worth noting that over 60% of California's general relief population resides within the boundaries of the LACoC, and Los Angeles County has the largest CalWORKs caseload of any jurisdiction in the State.)

The City of Carson works with residents of low-income, at-risk neighborhoods and non-profit social service agencies to improve opportunities and the quality of life for those residents in order

to prevent homelessness. The City also works with local schools within the Los Angeles Unified School District, and in conjunction with California State University-Dominguez Hills, to provide student and family counseling to combat poverty and other ills that generally contribute to homelessness. One gap in the social service network is the lack of a centralized clearinghouse of information and resources. A comprehensive database of available social services, at present, does not exist (though LAHSA is currently coordinating efforts to remedy this shortcoming). The City has, as a result, relied in the past on public service agencies to fill these needs and functions.

Outreach

Outreach activities are in place to connect the person who is homeless or at risk of being homeless to the right provider. Outreach activities include a general hotline serving all homeless subpopulations, specialized hotlines (such as those providing domestic violence, youth, and fair housing services), access centers, drop-in centers, outreach teams (including those providing medical and mental health services), and emergency response teams. Activities undertaken by outreach teams within SPA 8 (which includes Carson) include street canvassing, veterans' services/referrals, meals, providing hygiene supplies, assessments of physical and mental condition, and referral to related services (including substance abuse treatment), transportation to shelters and other facilities, and transitional housing referrals.

Outreach and assessment efforts work hand in hand. The model acknowledges that some homeless persons are unable or unwilling to accept shelter services. Outreach efforts, such as street outreach to people residing in places not fit for human habitation, identify and address a person's immediate needs and provide a link to ongoing support.

The last actual search and count undertaken of homeless persons living on the streets by the City of Carson took place in 1996. That effort had identified six persons in need of housing and supportive services. Due to the relatively low number of individuals identified at that time, and a lack of indicators of a measurable increase in the homeless population, the City has not devoted staff to conduct additional outreach. The City relies primarily on its Public Safety Officers to provide outreach to individuals on the street. Referrals to shelters and supportive public social service agencies are made as necessary. Within the City, there are no rescue missions or general relief homeless shelters. The apparent low numbers of homeless persons living on the streets is partially due to a lack of services. It is generally believed that those homeless individuals seen on the streets are generally traveling through Carson to reach neighboring areas where greater resources are provided.

Among the outreach service providers identified by LAHSA is Peace and Joy Care Center, located in Carson and a recipient of CDBG funding through the City. Peace and Joy is listed as having a capacity to provide outreach services to 300 individuals and 40 families, mobility services to 100 individuals and 10 families, and information and referral services to 300 individuals and 40 families.

In a major strategic planning effort, LAHSA commissioned a point-in-time Countywide homeless count, conducted in January 2005, as a means of establishing an essential baseline against which to measure progress against homelessness. The count was updated in January 2007, with official results released in October 2007. The updated count yielded a total of 73,702 persons who are homeless in the County on any given night, some 22,376 of whom meet HUD's definition of chronically homeless. The report and its subsequent updates (a new count was undertaken in January, 2009) will facilitate future strategies and planning by providing information on the homeless population on a service planning area (SPA) basis.

Assessment

Assessment occurs at all points in the continuum. The Los Angeles County CoC has established street outreach programs, drop-in centers, access centers and emergency shelters as central

components in assessing the immediate needs of homeless individuals and families. Transitional and permanent housing providers conduct assessment of homeless individuals and families to provide the necessary support services to increase stability and self-sufficiency as they move up the continuum. Access centers focus on a rapid and intensive response. Client needs are assessed on site and clients are referred and/or transported to appropriate services including shelter and housing, health and mental health care, crisis counseling, legal services, and job development. Emergency shelters often serve as the initial point of assistance for homeless individuals and families. Assessment of immediate need and of the factors leading to homelessness, case management, determination of eligibility for mainstream services, and determination of the next step in housing assistance all take place at emergency shelters. Transitional housing programs are designed to stabilize the homeless individual or family and address the causal factors heading to homelessness in order to assist that individual or family in obtaining permanent housing. Permanent housing is the desired end placement for homeless individuals and families. The assessment conducted by permanent housing providers consists of determining the necessary support services in order for the client to maintain permanent housing, stability, and self-sufficiency. In the assessment area, LAHSA has planned the continued implementation of a Countywide Homeless Management Information System.

Supportive Services

Supportive Services are often needed to help homeless persons move toward self-sufficiency and independent living. Services such as substance abuse treatment, job readiness and employment education, budgeting workshops, parenting classes, child care, transportation, and others may be provided independently, or as part of an emergency shelter or transitional housing program. They include such services as job training, case management, substance abuse treatment, mental health care, housing placement, life skills training, medical and dental care, and transportation. The array of services available includes the following:

Access Centers/Drop-In Centers: There are 15 homeless access centers/drop-in centers that focus on rapid and intensive intervention for homeless individuals and families. Access centers serve as one of the main points of entry for homeless individuals and families into the CoC's network of services and housing. These centers serve as a "one-stop" service center for the homeless. Their goal is to quickly respond to the immediate and basic needs of clients.

Mobile Health Program: With the aid of funding from the California Endowment, LAHSA contracts with medical providers throughout the County to provide mobile medical services at each of the winter shelter sites.

Other Services: Other services include job training, case management, substance abuse treatment, mental health care, housing placement, life skills training, medical and dental care, and transportation. Case management and life skills training are commonly provided by access centers, social service programs, and emergency and transitional shelter programs. A network of community-based County-funded agencies provide the majority of mental health, AIDS-related treatment, and alcohol and drug abuse treatment programs. Employment services are provided both by homeless service providers and by Workforce Investment Act-funded One-Stop Centers. Homeless service organizations offer transportation assistance in the form of van service and bus tokens. Local school districts provide comprehensive education services, including adult education and skills centers. Child care is provided on-site at some programs, or homeless service providers make arrangements with providers who have subsidized slots for homeless families.

Through its Inventory of Supportive Services for Homeless Individuals and Families, LAHSA identifies Peace and Joy Care Center, located in Carson and a recipient of CDBG funding through the City, as a supportive service provider.

Fundamental components in the Los Angeles County CoC system (Housing Activity) include emergency shelter, transitional housing, and permanent supportive housing.

Emergency Shelter

Emergency Shelter includes temporary shelter and services that are designed to facilitate the transition of homeless individuals and families from sleeping in places not meant for human habitation to appropriate housing. Emergency shelter is provided free of charge for a maximum 90 days per client. On a case-by-case basis, clients may remain for a period of longer than 90 days if they require a longer period to accomplish a specific goal. Funding may be discontinued if more than 25% of the clients remain in the project longer than 90 days.

LAHSA has identified emergency shelter capacity (a total of 40 year-round beds, accommodating 10 family units) at Peace and Joy Care Center, based in Carson and a recipient of CDBG funding through the City.

Transitional Housing

Transitional housing facilitates the movement of homeless individuals and families to permanent housing within 24 months. Services provided in transitional housing must promote residential stability and increased skill level or income in order to prepare homeless persons to live in a permanent or permanent supportive housing setting.

LAHSA has identified capacity to provide transitional housing at Peace and Joy Care Center, based in the City of Carson and which recipient of CDBG funding through the City (60 year-round beds, accommodating 20 family units).

Permanent Supportive Housing

Permanent supportive housing is long-term housing. It is community-based in nature and includes supportive services designed to enable homeless persons with disabilities to live as independently as possible in a permanent setting. Permanent housing is the ultimate goal of the CoC, and it may be provided in one structure or several structures at one site, or in multiple structures at scattered sites.

None of the permanent supportive housing facilities identified by LAHSA is located in the City of Carson.

DATA SOURCES AND METHODS

As noted earlier, in January 2005, LAHSA conducted a first-ever Greater Los Angeles Homeless Count. Results of this point-in-time enumeration were released in January 2006. This enumeration revealed a total of 82,291 homeless persons in the CoC. That homeless count was updated in January 2007, and the full report was issued in October, 2007. These results showed some progress in the battle against homelessness, as the number of homeless declined some 10.4%, to 73,702. This updated enumeration yielded other results that should prove useful in homelessness planning in years to come. Highlights from this update include the following:

- An estimated 141,737 persons in the LACoC experience homelessness sometime during the year, which represents approximately 1.5% of the total population within the LACoC.
- Each night, an estimated 7,998 children sleep in locations not suitable for human habitation.
- The ethnic distribution of the homeless is as follows: over 50% are African-American; approximately 19% are Caucasian; nearly 24% are Latino; 2% American Indian or Alaska Native; slightly over 1% Asian or Pacific Islander; and approximately 4% multi-ethnic or other.
- The median age of the homeless is 45.

- 74% of the homeless who responded indicated that they were experiencing a disabling condition (such as mental illness, physical disability, and substance abuse).
- Seventeen per cent of the homeless population were in shelter facilities, while 83% were unsheltered. This compares with 12% and 88%, respectively, in the 2005 count.
- Service Planning Area (SPA) 8, which includes Carson, comprises slightly over 6% of the County's homeless population, down from 9% in the 2005 count. The total number of homeless within the SPA dropped substantially, from 7,369 in 2005 to 4,457 in 2008, a reduction of 39.5%.
- The homeless population was also broken down by County Supervisorial district. Of the five districts, District 2, which includes Carson, was home to the largest proportion of homeless (34.4%). This compares to 32.6% in the 2005 count, though the total number of homeless in the district dropped from 26,876 to 23,473.
- Adult males comprise 59% of the homeless population.
- Twenty-four per cent of the homeless population is adult females.
- Seventy-six per cent of the homeless population is made up of individuals, while 24% is in families.
- Youth under the age of 18—both unaccompanied and in families—make up 15% of the homeless population.
- Approximately one-third (33%) of the homeless meet HUD's definition of chronic homelessness.

This information on homelessness within Los Angeles County is expected to be updated as a result of a new homeless count LAHSA conducted in January of 2009. The results of that count are expected to be available in the summer of 2009.

PRIORITIES

LAHSA's 2007 CoC update identified 235 projects that would fill gaps in the CoC (representing a total of nearly \$74 million in estimated funding need), and assigned them a numerical priority ranking. These included two projects that were located in the City or operated by agencies based in the City (the number denotes the ranking among the projects):

(38) Peace and Joy Care Center—LAHSA is seeking to allocate \$137,486 to this project, listed as "Esther House". No detailed description of this project was included in the 2007 CoC update.

(39) Peace and Joy Care Center—LAHSA is seeking to allocate \$253,325 to this project, listed as "Raising Hearts, Hopes, and Homes". No detailed description of this project was listed in the 2007 or 2006 CoC updates. However, the same project was listed in the 2005 CoC update and described as follows:

This renewal project provides 15 beds of transitional housing and supportive services for homeless families facing such challenges as domestic violence with dual diagnosis including mental illness and substance abuse. Supportive services include housing for up to 18 months with a six-month follow-up, crisis hotline to address the crisis intervention and assist battered women and their children, counseling (individual, management, life skills, case management, court and legal advocacy, employment, job and educational preparation, childcare, temporary restraining orders, assistance with permanent housing, medical/dental appointments, clothing/food, follow-up counseling after leaving the program, self-esteem classes, parenting classes, community resources referrals, registered nurse services, and referral for mental health issues. Should this project not be renewed, the existing gap in transitional housing and supportive services for homeless families facing domestic violence, substance abuse and mental illness would increase by 15 beds.

SUPPLEMENTAL RESOURCES AND LEVERAGING

In the application process from which the above-described listing of priority projects was developed, LAHSA requested that project sponsors identify written commitments for other financial support. In previous CoC narratives, Peace and Joy Care Center had identified other resources totaling \$77,500.

7. OTHER ACTIONS

7.1 Meeting Underserved Needs

The most serious underserved need is related to housing affordability. Other underserved special housing needs include those of the elderly, large families, single-parent households, persons with HIV/AIDS, and persons with mental, physical, or emotional disabilities.

Several other obstacles in attempting to meet underserved needs include unfavorable market conditions, land use and zoning regulations, development fees, State and Federal laws, and the "not in my back yard" factor. The most significant obstacles to meeting underserved housing needs are the lack of sufficient funds and lack of available vacant land. This is true for any government agency or non-profit developer trying to assist low-income families. As the disparity between wages and affordability increases, the number of persons unable to maintain their own housing costs increases.

7.2 Foster and Maintain Affordable Housing

The City places a priority on preserving the existing housing stock through rehabilitation, rental assistance, and first-time homebuyer assistance programs. The City has also placed a priority on increasing the supply of affordable housing through new construction that will be addressed through other funding sources.

For fiscal year 2011-2012, the City will continue to offer its Housing Rehabilitation programs, which include deferred loans and grants for owner-occupied single-family units and mobilehomes. The City will also continue to offer its First-Time Homebuyers' Program, which provides deferred loans to low- and moderate-income persons seeking to purchase homes for the first time.

7.3 Remove Barriers to Affordable Housing

The City's Housing Element Update identifies constraints to the development of new housing as including land costs, construction costs, financing costs, adequate infrastructure, processing and permitting requirements, development standards, and fees. Of the constraints examined, provision of adequate infrastructure and flood control improvements are the most costly impediments to new development.

Development standards sometime add to the problem of affordable housing. The constraints with the greatest impact are those contained in the City's zoning ordinance. In order to reflect the community's development goals and objectives, zoning regulates a mix of residential, commercial, and industrial projects, and the use, density, floor area, setbacks, and parking. Zoning reduces the supply of land available for residential development and regulates the intensity of residential land use through minimum lot size requirements. Although zoning can be a constraint, its purpose is to create functional residential, commercial, and industrial projects and areas. The City of Carson provides consultative services to aid private developers in understanding the City's housing needs and pertinent City ordinances, thus expanding housing opportunities.

Additionally, the City has revamped its permitting processing system seeking to reduce overall processing time, provide “one-stop” permitting, and improve case management.

The City recently completed an update of its Housing Element, a requirement of the California Department of Housing and Community Development (HCD). Likewise, the City also updated its Analysis of Impediments to Fair Housing Choice, in conjunction with its 2010-2015 Five-Year Consolidated Plan, submitted to HUD in May of 2010.

7.4 Evaluate and Reduce Lead-Based Paint Hazards

The City realizes that lead-based paint poses a serious health hazard and therefore must be addressed. The City is attempting to minimize the incidence of lead paint poisoning by implementing the following:

- Ensuring that home improvement programs initiated by the City or non-profit providers identify and eliminate lead-based paint hazards;
- Considering annual programs and materials that educate residents on the health dangers of lead-based paint and encourage the screening of children for elevated blood levels;
- Including lead-based paint hazard reduction as an eligible activity in rehabilitation programs;
- Reviewing current housing and rehabilitation cases to ensure that lead-based paint hazard reduction is incorporated; and
- Promoting awareness and elimination of lead-based paint hazards among other housing providers, including local non-profit housing developers.

The City's efforts to conform to Section 570.608 regarding the notification, inspection, testing, and abatement procedures concerning lead-based paint as required in the CDBG certifications have most recently included the engagement of a consultant to conduct lead hazard inspections/evaluations, paint testing, risk assessments, and final clearance inspections.

7.5 Obstacles to Meeting Underserved Needs

Factors contributing to the presence of impoverished persons within the City's population include unemployment or underemployment due to a generally low level of education, lack of job skills training, minimum wage, lack of effective transportation, shortage of affordable childcare preventing two wage-earner families or single parents from joining the workforce, and lack of nearby affordable housing for lower-income households.

For fiscal year 2011-2012, the City will continue to support and allocate CDBG funds for services that will reduce the number of persons living in poverty.

7.6 Development of the Institutional Structure

The City's Economic Development Work Group is primarily responsible for the implementation of the Annual Action Plan. Staff implements the Annual Action Plan activities through the following departments, divisions, or agencies:

- Office of the City Manager
- Economic Development Work Group
- Redevelopment Division
- Parks and Recreation Division
- Code Enforcement Section
- Planning Division
- Public Works Division

- Los Angeles County Sheriff's Department
- Los Angeles County Building and Safety Division

7.6.1. Other Government Organizations

For the 2011-2012 program year, the City will continue to contract with Los Angeles County's Building and Safety, Fire Prevention Services, and Animal Control Divisions. There continues to be a need for ongoing communication and coordination between agencies that serve the homeless in the South Bay area.

The Los Angeles County Housing Authority (LACHA) is responsible for the administration of the Housing Voucher and Certificate Program (Section 8). The City will continue to contract with LACHA for the provision of vouchers and certificates within its jurisdiction. The California Department of Fair Employment and Housing oversees the ensuring of fair housing and equal employment opportunities for persons in this jurisdiction.

7.6.2. Private Institutions

Low Income Housing Preservation and Resident Homeownership Act (LIHPRHA)—Subject to funding appropriation, LIHPRHA will provide the following financial incentives necessary for the acquisition of federally subsidized, at-risk projects by non-profit organizations, tenants, and local governments:

- Project-based Section 8 contracts;
- Grants to non-profit agencies to purchase the project to fill the gap between market and allowable rents;
- Mortgage insurance for equity take-out loans and acquisition loans.

The Federal National Mortgage Association (FNMA or Fannie Mae)—FNMA, a quasi-public agency, was created in 1938 to:

- Improve the distribution of home financing capital by providing assistance/support to a secondary mortgage market so that mortgage instruments/loans might have liquidity;
- Provide support of special assistance programs for the financing of homes and home mortgages; and
- Purchase mortgages from private lenders through its Community Home Buyer Program.

7.7 Non-Profit Organizations

The City will continue to support non-profit organizations that provide a variety of services to youth, the elderly, and persons with special needs in the community. There are presently no private foundations with funding available for low-income housing or housing services.

7.8 Enhance Coordination Between Public and Private Housing and Social Services

To enhance the coordination and delivery of housing and related services provided by public and private organizations as well as other agencies, Carson depends on a number of non-profit social service organizations for the delivery of support services to persons in need of assistance. Partnerships with developers of affordable housing are necessary to implement the Redevelopment Agency's ambitious housing plan.

The City will continue to meet with public agencies along with other assisted housing providers and service agencies to plan and use all available resources. Communication between these parties will occur throughout the year in order to review and endorse applications for funding and to discuss cooperative ventures. The City allocates up to 15% of its CDBG allocation annually for social services.

Depending on the population being served, housing developments will inform residents of local services, as well as inform service agencies of potential new housing developments during the approval process.

7.9 Foster Public Housing Improvements and Resident Initiatives

The City's major priority in this area is specifically directed toward increasing and maintaining the City's existing inventory of affordable housing. The Neighborhood Pride Program is geared toward rehabilitating and preserving affordable housing units within the City. The Redevelopment Agency's 20% Set-Aside Funds are directed to new construction assistance, first time home buying, rent subsidies, and multi-family housing rehabilitation, all of which meet the goals of increasing affordable housing and of assisting households in reducing their housing cost burdens.

7.10 Analysis of Impediments (AI) to Fair Housing Choice

The CDBG program contains a regulatory requirement to affirmatively further fair housing based on HUD's obligation under Section 808 of the Fair Housing Act. HUD requires grantee jurisdictions to (a) conduct an analysis to identify impediments to fair housing choice within the jurisdiction, (b) take appropriate actions to overcome the effects of any impediments identified through the analysis, and (c) maintain records reflecting the analysis and actions taken in this regard.

The AI is a review of impediments to fair housing choice in the public and private sector. It involves:

- A comprehensive review of a jurisdiction's laws, regulations, and administrative policies, procedures, and practices;
- An assessment of how those laws, etc., affect the location, availability, and accessibility of housing;
- An assessment of the availability of affordable, accessible housing in a range of unit sizes.

In its *Fair Housing Planning Guide*, HUD suggests that entitlement jurisdictions conduct their AI at the beginning of each Five-Year Consolidated Plan cycle. The City elected to conduct a new AI in conjunction with the Consolidated Plan submitted to HUD in May of 2010. Specific findings and recommendations from the new AI will be incorporated into this Annual Action Plan before the final versions of this document is submitted to HUD.

The Housing Rights Center (HRC) completed the previous Analysis of Impediments for the City in 2003. The purpose of the AI is to serve as a substantive basis for the City's fair housing planning; provide essential and detailed information to policy makers, administrative staff, housing providers, lenders, and fair housing advocates; and assist in building public support for fair housing efforts both within the City's boundaries and beyond.

The 2003 AI was divided into seven parts:

- Demographic Analysis—provides a demographic profile of the City (including race/ethnicity composition, income distributions, and family and household characteristics) and explains how it has changed over the previous 20 years

- Home Mortgage Disclosure Act (HMDA) Analysis—analyzes HMDA for all loan transactions in Carson in 1997, 1998, 1999, and 2000, and includes a review of variations in approvals and denials based on race and ethnicity.
- Government Policies—analyzes local zoning and housing code regulations, policies, and practices with respect to compliance with fair housing law.
- Public Participation—summarizes community concerns and opinions on fair housing issues from residents and local social service agencies.
- Assessment of Fair Housing Complaints—provides a summary and analysis of fair housing complaints and audits in the City of Carson for the last five years.
- Recommendations—Summarizes the findings from each of the above sections and provides recommendations for fair housing policy.
- Signature Page—certification, with the signature of the Mayor, that the AI represents the City's official conclusions regarding impediments to fair housing choice and the actions necessary to address the impediments.

The HRC prepared the AI on the basis of the following data sources:

- 1980, 1990, and 2000 Census
- 1997, 1998, 1999, and 2000 HMDA data
- 1997 Analysis of Impediments
- City of Carson Municipal Code
- City of Carson Housing Element
- Surveys of Carson residents
- Surveys of Carson social service agencies
- Fair Housing Institute (FHI) program reports for 1997-2000
- HRC program reports for 2000
- FHI 1997 Audit Study
- HRC Audit Studies 2000-2002

Key findings and recommendations in the AI include the following:

- Hispanics, Asian/Pacific Islanders, and Whites tend to be dispersed throughout the central and southern parts of Carson, while Blacks tend to be concentrated in northern Carson. Additionally, census tracts where Blacks are in the majority tend to be more homogeneous, whereas tracts in which Hispanics are in the majority tend to be more ethnically diverse.

Recommended Action: Work with HRC to determine if steering or other discriminatory practices are contributing to the concentration of Blacks in the north and Hispanics, Asians, and White in the central and southern sectors of Carson.

- Although Asian/Pacific Islanders, on a whole, have higher incomes than Whites, Whites are more likely to own their own homes. Hispanics' and Blacks' income more appropriately matches their likelihood of owning a home.

Recommended Action: Work with HRC to focus fair housing outreach efforts to the Asian population in Carson; and work with Carson lenders to focus outreach efforts to the Asian population.

- There is some evidence of "redlining". The data indicates that as the minority population percentage at the census tract level increases, the loan approval rate decrease (from 55% to 48%) and the denial rates increase (from 21% to 25%).

Recommended Action: Work with HRC to conduct fair housing lending training sessions for Carson lenders.

- There is slight evidence of racial approval gaps between Whites and Hispanic applicants. More specifically, the data shows that in the higher income categories, Whites have higher approval rates and lower denial rates than Hispanics and African Americans, suggesting that the gaps favoring White applicants seem to arise largely in the \$60,000 to \$90,000 income range.

Recommended Action: Work with HRC to promote HRC's "Don't Borrow Trouble" Hotline, which assists residents with potential predatory lending problems; and work with HRC to distribute fair housing information to local lenders.

- The data shows that for Commercial Bank loans, White applicants have lower denial rates than Hispanic and African American applicants. However, the pattern was reversed for Savings and Loans institutions, where Hispanics had much higher approval rates than Whites.

Recommended Action: Work with HRC to conduct fair housing lending training sessions for Carson lenders, and work with HRC to distribute fair housing information to local lenders.

- The provision in the Carson Municipal Code pertaining to home-based day care centers conflicts with State law, which explicitly permits licensed in home day care in multiple dwelling units to provide for the number of children for which the day care is licensed. This conflict limits the availability of child care for working parents in Carson and limits the caregivers' ability to maintain profitability by restricting the number of children in a licensed day care home below the permissible limits. Accordingly, this provision conflicts with State and Federal fair housing laws' prohibition against discrimination based on familial status in that it burdens the rights of individuals who have care and custody of minor children.

Recommended Action: The restriction on number of children should be eliminated from the above-referenced provision. The Code should be revised to state that licensed family day care homes may operate in multiple dwelling units within the restrictions of the State licensing requirements found in the Health & Safety Code.

- Several sections of the Carson Municipal Code, including those pertaining to design overlay for condominium developments, irrevocable assignment of storage spaces, abatement of nuisances, and development standards for multiple family dwellings, lack appropriate references to accessibility and accommodations for persons with disabilities.

Recommended Action: Each of the above-noted provisions should include a reference to the Fair Employment and Housing Act (FEHA) and the availability of reasonable accommodations for the disabled. Reference should be made to Part 20 of the United States Code of Federal Regulations, directing readers to the provisions regarding the required number of disabled spaces.

- The Residential Property Report Ordinance requires a residential property report for all residential property sold, with certain exceptions. One exception is for spousal transfers, which could be viewed as a violation of the FEHA prohibition against differential treatment based on marital status. Unmarried residents who transfer property would be subject to the reporting requirements, while married

individuals would not. This constitutes differential treatment based on marital status, in this instance, favoring married couples over unmarried couples over unmarried couples and individuals.

Recommended Action: If this distinction serves a legitimate government interest, a finding should be made to that effect. Otherwise, if no legitimate government interest is served, the distinction should be eliminated.

- The City's Housing Element makes reference to fair housing problems identified in a 1999 audit, but does not identify the groups that have experienced differential treatment. Moreover, the element refers to but does not identify the groups that have experienced differential treatment. Moreover, the element refers to but does not specify the policy changes that the City plans to implement to address this problem. The Housing Element was approved by the California Department of Housing and Community Development, thus no changes are required. However, a more detailed explanation of the fair housing issues that face the City coupled with concrete plans to address the problems would be useful in future Housing Elements.

Recommended Action: Identify with specificity the protected groups who experienced differential treatment in the 1999 audit. Explain the City's plan to educate its residents, including housing providers, buyers, tenants, and prospective tenants, regarding their housing rights and responsibilities.

- The Housing Element uses the Federal definition of "disabled person" rather than the State definition. The Federal definition reads, "any individual who has a physical or mental impairment which substantially limits one or more major life activities . . . ". California's FEHA eliminates the word "substantially" from its definition of "disabled person", thus affording its protections to a wider range of disabled persons. Because the FEHA definition offers residents greater protection than the Federal standard, the State standard governs.

Recommended Action: Substitute the FEHA definition of "disabled person" for the Federal definition.

- The section of the Housing Element pertaining to parking requirements does not conform to Code of Federal Regulations provisions.

Recommended Action: This section should include reference to the need for accessible parking spaces in accordance with United States Code of Federal Regulations, Part 20.

- The most prevalent form of discrimination in mobilehome parks and rental housing is familial status discrimination. Thirty-one per cent of rental housing respondents reported that they had experienced this form of discrimination while 7.5% of mobilehome respondents reported having experienced familial status discrimination. Additionally, there is a high overall rate of discrimination in mobilehome parks. Twenty-five per cent of mobilehome park respondents stated they had experienced discrimination by park management.

Recommended Action: The City should work with HRC to distribute multilingual fair housing informational materials to mobilehome owners, managers, and residents, and work with HRC to conduct annual mobilehome fair housing training sessions.

- The majority of Carson residents and social service agencies are not aware of fair housing laws and that they exist to provide residents protection against housing discrimination. More than 50% of respondents stated they had never heard of the fair housing laws.

Recommended Action: The City should include a description of fair housing services available to resident and provide a link to HRC on the City's website; work with HRC to explore alternative and more popular locations for HRC's semi-monthly housing clinics in the City; work with HRC to advertise the semi-monthly clinics, and work with HRC to conduct fair housing information presentations to Carson social service agencies.

- Although the total number of residents calling their fair housing services provider is low relative to comparable cities, the volume of calls has constantly increased over the past five years. This suggests that as the services provider becomes established in the City, more residents are becoming aware of the available services. It also indicates that fair housing issues continue to be a concern for residents.

Recommended Action: The City should include a description of fair housing services available to residents and provide a link to HRC on the City's website; work with HRC to advertise the semi-monthly clinics; and work with HRC to conduct fair housing information presentations to Carson social services agencies.

- The results of the audit conducted in 1997 are partially inconsistent with the audits conducted in 2001 and 2002. In 1997, the results of the rental inquiry testing showed a 50% measure of discrimination against African-American testers. However, the reverse was found in the more recent audits.

Recommended Action: Work with HRC to explore this discrepancy through annual rental audit studies.

- A comparison of cases filed by Latino residents to the results of the FY 00-01 and FY 01-02 audits suggests that Latino residents are underreporting incidents of discrimination. The audit showed a pattern of preferential treatment for white testers compared to Latino testers, and a pattern of preferential treatment for African-American testers compared to White testers. However, the number of cases filed by African American residents is higher than the number of cases filed by Latino residents.

Recommended Action: Work with HRC to distribute Spanish-language brochures, particularly those aimed at increasing reporting; and work with HRC to conduct targeted outreach to agencies in general and social service agencies in particular with a diverse clientele.

- Allegations of familial status and national origin discrimination in mobilehome parks are a serious fair housing concern. Cases investigated by HRC indicated that in some mobilehome parks, there is tension between the residents who have lived there for some time, most of whom are Caucasian seniors, and those who have moved in more recently, many of whom are Latino families with children. In some cases, HRC found that the managers of the properties have also been residents of the parks for many years, and perhaps as a consequence, end to grant preferential treatment to the seniors and enforce more restrictive rules against the Latino families.

Recommended Action: Work with HRC to conduct targeted outreach at mobilehome parks, including fair housing presentations and training sessions for owners and managers.

The City of Carson intends to continue the expansion of its public information campaign. Activities to meet the identified need include:

- Providing additional units that meet the standards to serve as safe and sanitary housing;
- Increasing the availability of jobs to local residents, so as to reduce the housing-job imbalance;
- Meeting the public safety need in low-income neighborhoods by funding additional police services in CDBG target areas;
- Contracting with the Housing Rights Center to provide counseling to individuals with housing problems;
- Distributing fair housing material;
- Abating discrimination by providing technical workshops on the rights of landlords and tenants; and
- Addressing the preservation of the existing housing supply.

2010 Analysis of Impediments

As noted, the City commissioned a new AI in the spring of 2010. This analysis was conducted by SJC 3 Consulting, which in the process consulted with several entities including HRC. The major recommendations from the 2010 AI (for which the City is now formulating an implementation strategy) include:

- Provide Targeted Fair Housing and Outreach. The City should collaborate and coordinate with multiple agencies, including lenders, realtors, and cultural groups to provide increased efforts in educating residents on potential sources of discrimination and avenues to address fair housing. The City should target this education and outreach to various special needs groups including, but not limited to: the disabled, elderly, persons living with HIV/AIDS, low- and moderate-income large families, and minorities.
- Increase Fair Housing Services to Include Periodic Testing. The City should collaborate with its fair housing provider to increase the Scope of Work to provide periodic testing throughout the City, particularly in the rental (apartment and mobilehome) and lending markets.
- Increase Lending Outreach to African Americans and Asians. The City should collaborate with various lenders (including the ten most active) to increase outreach and education efforts in lending markets that are targeted to African American and Asian residents (particularly those of low and moderate income).

8. LEVERAGING

The City uses Redevelopment Agency 20% Housing Set-Aside Funds to leverage housing activities. (The use of these funds will now be limited to housing production activities rather than the rehabilitation of existing units, an activity that will be solely funded through CDBG.) Leveraging is also accomplished through partnerships with lending institutions, private developers, housing investors, and others.

9. PUBLIC HOUSING

The Housing Authority of the County of Los Angeles (HACLA) manages over 3,600 units of public and other affordable housing properties located throughout Los Angeles County in addition to the Housing Choice Voucher Program, thereby empowering over 3,600 low-income families by providing the opportunity to obtain affordable site-based rental housing.

9.1 Assisted Housing

HACLA provides rental assistance to over 18,000 families in the jurisdiction of Los Angeles County. The Federal Section 8 program is funded by HUD.

The program assists eligible families afford safe, decent, high-quality rental housing. Participants rent housing from private landlords and pay a portion of their income towards rent. The Housing Authority subsidizes the difference in monthly payments directly to the owner. Owners, participants and the Housing Authority share in making this three-way-partnership a success. Applicants on any of the waiting lists are served on a first-call, first-served basis. The Housing Authority's selection criteria include jurisdiction, family size, vacancies and funding availability. The average waiting period is approximately two (2) to four (4) years.

The Housing Authority's responsibilities in administering the program include:

- Maintaining the waiting list;
- Determining eligibility, and level of assistance;
- Calculating rent portion;
- Conducting annual re-determinations; Briefing tenants on finding a rental unit;
- Contracting with owners; Ensuring that contracted unit rents are reasonable ;
- Conducting unit housing quality standard inspections;
- Ensuring tenant and owner compliance with program rules (and terminating contracts and assistance if necessary);
- Making housing assistance payments to owners; and
- Processing assisted families moving into and out of the jurisdiction through portability.

HACLA administers the Section 8 rental subsidy program in the City of Carson for both tenant-based and project-based assistance. The most recent information available from HACLA indicates that there are a total of 384 Section 8-assisted units in the City of Carson.

Section 8 provides assistance by subsidizing the cost of rental housing for eligible households. Low-income families and individuals rent privately owned housing, and HACLA pays the owner directly for a portion of the monthly rent.

As of this program year, Carson has seven apartment projects that are publicly assisted. Two of these seven projects (Carson Apartments—74 units, and Grace Manor—65 units) are considered to be "at risk" of converting to market rate.

9.2 Section 8 Tenant-Based Assistance

The Housing Authority provides two basic types of rental assistance. The largest program is the Section 8 Housing Choice voucher. The applicant receives a Housing Choice voucher once they have met all eligibility requirements. The program participant can select an appropriate rental unit (house or apartment) and live where they wish. The unit that the applicant selects must meet housing quality standards; must have an

appropriate number of bedrooms; and the rent must be reasonable with regard to current market rents.

The participant pays part of the rent and the Housing Authority pays the remainder. The participant pays between 30 and 40 percent of their monthly income for rent. Depending on the income of the family, the Housing Authority may pay all or a very small portion of the rent. The Section 8 rental voucher program provides rental assistance to help very low income families afford decent, safe, and sanitary rental housing.

Project-Based Assistance with the Affordable Public Housing Program

Families who participate in the Affordable Public Housing Program pay rent according to their income. In the Affordable Public Housing Program the families may only select from the limited available units. The low rent charged by the Housing Authority is subsidized by HUD. If the family moves out of the subsidized unit, it will no longer be assisted. The residents in the Affordable Public Housing Program pay approximately 30% of their adjusted income toward the rent and utilities.

Program Procedures

These programs are administered by local public housing agencies (PHAs) authorized under State law to operate housing programs within an area or jurisdiction. The PHA accepts the application for rental assistance, selects the applicant for admission, and issues the selected family a rental voucher confirming the family's eligibility for assistance. The family must then find and lease a dwelling unit suitable to the family's needs and desires in the private rental market. The PHA pays the owner a portion of the rent (a housing assistance payment, or HAP) on behalf of the family.

The subsidies provided by the rental voucher program are considered tenant-based subsidies because when an assisted family moves out of a unit leased under the program, the assistance contract with the owner terminates and the family may move to another unit with continued rental assistance, as per 24 CFR (Code of Federal Regulations) Section 982.1.

HUD enters into annual contribution contracts (ACCs) with PHAs under which HUD provides funds to the PHA's to administer the programs locally. The PHAs enter into HAP contracts with private owners who lease their units to assisted families (24 CFR Section 982.151).

In the tenant-based Section 8 programs, the PHA verifies a family's eligibility (including income eligibility) and then issues the family a voucher. The family generally has 60 days to locate a rental unit where the landlord agrees to participate in the program. The PHA determines whether the unit meets HUD housing quality standards (HQS). If the PHA approves a family's unit and lease, the PHA contracts with the owner to make HAPs on behalf of the family. The PHA may not approve a lease unless the rent is reasonable (24 CFR Section 982.1(a)(2)).

Under the rental voucher program, apart from the requirement that the rent must be reasonable in relation to rents charged for comparable units in the private unassisted market, there is generally no limit on the amount of rent that an owner may charge for a unit. However, at initial occupancy of any unit where the gross rent exceeds the payment standard, a family may not pay more than 40% of adjusted monthly income toward rent and utilities. The rental voucher subsidy is set based on the difference between the lower of the PHA's payment standard for the family's unit size or the gross rent and the total tenant payment (30% of the family's monthly adjusted income). This is the maximum amount of subsidy a family may receive regardless of the rent the owner charges for the

unit. Therefore, rental voucher program participants may pay more or less than 30% of their monthly adjusted income toward rent and utilities, depending on whether the gross rent for the unit is more or less than the PHA's payment standard for the unit (24 CFR Part 982, Subpart K).

If the cost of utilities is not included in the rent to the owner, the PHA uses a schedule of utility allowances to determine the amount an assisted family needs to cover the cost of utilities. The PHA's utility allowance schedule is developed based on utility consumption and rate data for various unit sizes, structure types, and fuel types. The PHA is required to review its utility allowance schedules annually and to adjust them if necessary (24 CFR Section 982.517).

The PHA must inspect units leased under these programs at the time of initial leasing and at least annually thereafter to ensure they meet the HUD HQS. The PHA must also conduct supervisory quality control HQS inspections (24 CFR Sections 982.305 and 982.405).

PHAs are required to maintain a HAP contract register or similar record in which to record the PHA's obligation for monthly HAPs. This record must provide information as to: the name and address of the family, the name and address of the owner, dwelling unit size, the beginning date of the lease term, the monthly contract rent payable to the owner, monthly rent payable by the family, and the monthly HAP. The record also provides data as to the date the family vacates and the number of days the unit is vacant, if any (24 CFR Section 982.158).

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**HOUSING NEEDS OF FAMILIES ON THE PHA'S WAITING LISTS
STATISTICS AS OF NOVEMBER 30, 2007**

Waiting list type: Section 8 tenant-based assistance		
	# of families	% of total families
Waiting list total	117,452	
Extremely low income <=30% AMI	114,531	98
Very low income (>30% but <=50% AMI)	2,225	2
Low income (>50% but <80% AMI)	592	.5
Families with children	38,788	33
Elderly families	17,941	15
Families with Disabilities	8,330	7
Race/ethnicity (1) White	3,121	3
Race/ethnicity (2) African-American	25,434	22
Race/ethnicity (3) American Indian	16,927	14
Race/ethnicity (4) Asian	34,997	30
Race/ethnicity (5) Pacific Islander	4,719	4
Race not given	39,038	33

Waiting List as of May 6, 2008

	Number	Elderly	Disabled
Carson	211	50	50

Currently Housed (Receiving Assistance)*

	Number	Elderly	Disabled	0BR	1BR	2BR	3BR	4BR	5BR+
Carson	384	113	126	3	119	144	84	27	3
L. A. County	18,618	5,499	6,124	157	5,749	6,962	4,293	1,300	157
A family is considered elderly or disabled when the Head of Household is elderly or disabled. Some families may claim both elderly and disabled status.									

*Because of the Housing Authority's conversion to a new data system, it was unable to provide a breakdown of the 384 Carson residents/units indicated above by elderly or disabled status, or by size and type of unit occupied. Therefore, numbers displayed in the above table are derived by applying the Countywide ratio of elderly, disabled, and units of from zero to more than five bedrooms, to Carson.

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**HOUSING NEEDS OF FAMILIES ON THE PHA'S WAITING LISTS
STATISTICS AS OF NOVEMBER 30, 2007**

Waiting list type: Public Housing		
	# of families	% of total families
Waiting list total	81,319	
Extremely low income <=30% AMI	80,458	98.94
Very low income (>30% but <=50% AMI)	712	0.88
Low income (>50% but <80% AMI)	149	0.18
Families without children	11,439	14.7
Families with Children	30,380	37.36
Single Families	25,488	31.34
Elderly families	2885	3.55
Families with Disabilities	2575	3.17
Single with Disabilities	6100	7.50
Total families with disabilities (more than one disabled member)	2452	3.01

9.3 Displacement of Occupants by Governmental Action

No residents occupying units owned by the Housing Authority were displaced by governmental action. In the event that any resident is displaced, the Housing Authority issues HUD Section 8 Housing Assistance payments and gives preferences to those residents that are displaced. The Housing Authority of the County of Los Angeles has taken the following steps to ensure consistency of the PHA Plan with the Consolidated Plan for the City of Carson:

- The PHA has based its statement of needs of families in the City of Carson on the needs expressed in the Consolidated Plan.
- The PHA has participated in any consultation process organized and offered by the City of Carson in the development of the Consolidated Plan.
- The PHA has consulted with the City of Carson during the development of the PHA's Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. The Housing Authority of the County of Los Angeles will apply for vouchers to serve the needs of as many extremely low, very low and low-income families throughout the City.
- The preference are for those that live or work or attend school in the City, elderly or disabled families with children, those rent-burdened or homeless and those at or below 30% of the median income are shown to be of greatest need and are consistent with the City and Countywide needs.

9.4 Housing Authority Status

The Housing Authority of the County of Los Angeles is not a troubled agency.

10. PROGRAM-SPECIFIC REQUIREMENTS

10.1 CDBG Program Submission Requirements

The City of Carson expects to utilize a total of \$1,356,741 in CDBG funds during the 2011 program year (\$1,164,336 coming from the City's entitlement grant, and the remainder coming from reprogrammed unused funds from prior years and program income eligible for use). The summary of projects and activities on the following table identifies the proposed use of those funds.

2011-2012 Activities	Allocation	Reprogrammed Funds & Program Income
Program Administration		
Administrative Staff (Salaries & Benefits)	\$ 134,800	
Operations & Maintenance	\$ 69,827	
Fair Housing (Housing Rights Center)	\$ 32,240	Total P/A Cap = 20% of 2011 Entitlement Grant (\$232,867) + 20% of Estimated PY 2010 Program Income (\$4,000) = \$236,867
Total	\$ 236,867	
Rehabilitation Activities		
Neighborhood Pride Program (Single-Family & Mobilehomes)	\$ 321,564	
Commercial Loans & Grants Program	\$ 500,000	65% of 2011 Estimated Grant (\$756,818) + \$185,000 in Prior Years' Unprogrammed Funds = \$941,818
Rehabilitation Administration (Salaries & Benefits)	\$ 120,254	
Total	\$ 941,818	
Public Service Activities		
Apollo West Theatre and Drama Workshop	\$ 7,500	
Erasto R. Batongmalaque Foundation/Filipino Veterans Foundation	\$ 7,500	
Boys and Girls Club of Carson	\$ 12,683	
Bridges Community Economic Development Corporation	\$ 8,183	
Carson Coordinating Council/Carson Child Guidance Program	\$ 15,183	
The Children's Clinic	\$ 7,683	
El Nido Family Centers	\$ 13,183	
Gang Alternatives Program	\$ 7,683	
Gardena-Carson Family YMCA	\$ 10,183	
L. A. County Sheriff's Dept. Carson Gang Diversion Team	\$ 8,183	
Milestones Family Learning Center	\$ 7,683	
Millennium Momentum Foundation	\$ 7,500	
National Council on Alcoholism & Drug Dependence-South Bay	\$ 7,500	
Office of Samoan Affairs, Inc.	\$ 10,683	
Peace and Joy Care Center	\$ 13,183	
Philippine Independence Day Foundation	\$ 7,500	
Samoan American Senior Citizens Involvement, Inc.	\$ 8,183	
Samoan Federation of America	\$ 7,683	
South Bay Family Healthcare Center	\$ 10,183	Pub Svcs Cap = 15% of 2010 Entitlement Grant (\$178,579) + 20% of Estimated PY 2009 Program Income (\$0) = \$178,579
<i>To be adjusted</i>	\$ (7)	
Total	\$ 178,055	
Total	\$ 1,356,740	

10.2 Float-Funded Activities

The City does not retain float-funded activities.

10.3 Reprogrammed Funds

The City selected eligible activities and/or projects to reprogram previous year's balances.

10.4 Rollover Funds

The City will not roll over CDBG funded activities from previous years. Any activity balances will be reprogrammed for other eligible projects or activities.

10.5 Program income

At this point, the City estimates that it will receive no more than \$20,000 in program income during the 2011 program year.

10.6 Surplus from Urban Renewal Settlements

The City has no surplus from Urban Renewal Settlements.

10.7 Grant Funds Returned to the Line of Credit

The City does not anticipate returning grant funds to its line of credit.

10.8 Urgent Need Activities

The City does not anticipate having to address any urgent need activities.

10.9 Section 108 Loan, Brownfield Economic Development Initiative, and Related Activity

On September 29, 2000, the City received a Section 108 loan in the amount of \$5,500,000 and a Brownfield Economic Development Initiative (BEDI) grant in the amount of \$770,000 for the Freeway/Del Amo Boulevard mixed-use project. This 93-acre site is located in northwest Carson at the crossroads of Interstate Highways 110 (Harbor Freeway) and 405 (San Diego Freeway).

This Section 108 loan is designed to include property acquisition, relocation, remediation, public improvements, and construction on approximately 39.8 acres of land for industrial use and 53.5 acres of land for retail use. This project is anticipated to include eight industrial buildings totaling 514,000 square feet of in-line shops and accommodating three major tenants, and 25,000 square feet of pads intended to accommodate retail fast food outlets and a service station.

In addition to the Section 108 loan and the BEDI grant, the City has been able to secure an Environmental Protection Agency (EPA) Pilot Assessment Grant of \$200,000 for Phase I of an environmental analysis (now completed), \$500,000 from the EPA Brownfield Cleanup Revolving Loan Fund; and \$1,121,000 in U. S. Economic Development Agency funding. The City has been informed that it had been approved for a further \$700,000 EPA Brownfield Assessment grant for Phase II of the environmental assessment. In addition, the City has committed a minimum of an additional \$1,400,000 of in-kind City funds and tax increment (Redevelopment Agency) dollars.

The development of the project is anticipated to consist of three stages carried out over approximately three years. These stages include, but are not limited to: issuance of Requests for Proposals to non-owner developers, developer selection, pre-site acquisition studies and appraisals, environmental review, remediation approval, infrastructure development, and construction.

This project meets HUD's National Objective of benefiting low- and moderate-income persons through job creation and/or retention activities. As a result of this project, approximately 2,247 permanent jobs will be created and maintained. At least 51% of the newly-created jobs will be made available to low- and moderate-income persons.

10.10 Affirmative Marketing

The City of Carson contracts with the Housing Rights Center to manage the operation of the Fair Housing Program. The practice of nondiscrimination and equal opportunity will be promoted for the City's CDBG program through policies and procedures described as follows (see also the subsequent Section 10.11, which relates to Federal Section 3 requirements):

- Methods of informing the general public, owners, and potential tenants about fair housing laws will include the use of the fair housing logo and/or slogan.
- When soliciting to tenants, owners and subrecipients will adhere to procedures that further fair housing.
- As part of project agreements, owners will be required to follow the policies and procedures of the City's affirmative marketing program.
- When soliciting to persons who are not likely to participate in the housing market without special outreach efforts, the City will contact community organizations, churches, special interest groups, and social service agencies.
- Records documenting the affirmative marketing efforts of the City will be maintained.
- Methods of informing the public, owners, and potential tenants about fair housing laws will include the use of the fair housing logo and/or slogan.
- As part of project agreements, owners and developers will be required to follow policies and procedures of the City's affirmative marketing program.
- The City will contact community organizations, churches, special interest groups, and social service agencies when soliciting to persons in the housing market who are not likely to participate without special outreach efforts.
- Records will be maintained documenting the affirmative marketing efforts of the City.

10.11 Section 3

Section 3 requires that employment and other economic development opportunities are generated by certain HUD financial assistance will to the greatest extent feasible, and consist with easing Federal, State, and local laws and regulations, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to building contractors that provide economic opportunity to low and very low-income persons.

For all federally funded contracts, the City has set forms that are included in all bid packages. These forms consist of; a listing of federal equal employment opportunity/affirmative action requirements, requirements contracting with small and minority firms, women's business enterprise and labor surplus area, a certification regarding performance of previous contracts or subcontracts subject of the equal opportunity clause, the filing of required reports, and a certification regarding non-segregated facilities.

11. CITIZEN PARTICIPATION

The City of Carson encourages participation of its community members, public service providers, and local businesses in offering comments regarding the City's Federal funding in accordance with the City's adopted Citizen Participation Plan.

The City took several actions to ensure public participation in this process by preparing a Request for Proposals (RFP) for public service programs. Notice of the RFP was posted, and the RFP itself mailed to interested parties, on November 15, 2010. Notice of the RFP was also published in the *Daily Breeze* newspaper of Torrance and in a Los Angeles-based weekly newspaper, *Our Weekly*. The deadline for responses was December 16, 2010. The City received 19 responses out of the over 100 applications that were distributed for the 2010 program year. Staff reviewed all proposals for completeness and eligibility, and determined that all 19 of those respondents were eligible.

Those 19 eligible public service agencies were given the opportunity to present their proposals at a public hearing of the Citywide Advisory Commission (CAC) on February 10, 2011. That hearing was noticed and posted to allow public input. That hearing was continued to February 24, 2009 and concluded on that date. The CAC met again in public on March 3, 2010, as a continuation of that hearing, at which time it concluded its review of proposals and adopted a funding recommendation to be forwarded to City Council.

City Council is scheduled to hold another public hearing on the Program Year 2011-2012 Draft Annual Action Plan on March 16, 2011, and at the conclusion of that hearing is expected to adopt the Plan. That hearing was likewise noticed and posted to allow public input. The Annual Action Plan will be made available for public review and comment for a minimum of 30 days prior to its submission. Therefore, the allocation of funds for Program Year 2011-2012, as set forth in the Annual Action Plan, reflects citizen input and City Council action.

11.1 Citizen Comments

This section is pending the receipt of citizen comments during the thirty (30) day public review period.

12. MONITORING

The City of Carson has specific monitoring standards and procedures in place to ensure that all Federal regulations and requirements are followed. The City conducts monitoring reviews to determine whether the programs are being carried out in a timely manner and in accordance with the Consolidated Plan and HUD program requirements. This includes monitoring business outreach and comprehensive planning requirements. Monitoring is carried out on a regular basis to ensure that statutory and regulatory requirements are being met and that information submitted to the HUD Integrated Disbursement Information System (IDIS) is correct and complete.

The City requires all subrecipients to execute an agreement with specific performance requirements prior to the release of funds, including all CDBG disbursements of funds on a

reimbursement basis. The City further ensures compliance with the Consolidated Plan by placing guidelines or conditions that ensure implementation of the annual monitoring goals in its contracts with consultants. Invoices including a description of the activities for which funds were used must be submitted for payment. Pursuant to the CDBG agreement, progress reports are required to be submitted quarterly, plus one annual report at year end. Year-end audit reports are further required.

The Housing and Neighborhood Development Division is responsible for monitoring CDBG-funded activities. Staff performs annual monitoring visits to public service providers and ongoing communication throughout the program year. Monitoring efforts are directed toward program performance, financial performance, and regulatory compliance. Staff also provides assistance to subrecipients in creating proper record-keeping systems where appropriate.

The goal of the City's monitoring process is to reduce subrecipient problems, improve performance, and ensure compliance with CDBG regulations.

CDBG Program Year 2011--Action Plan
(Revised Draft Budget)

Adopted

2011 Entitlement Grant & Reallocated Funds (est.)	\$ 1,164,336
Subtotal	\$ 1,164,336
Program Income PY 2010 (Projected, 15% available for Pub. Svcs.)	\$ 3,405
Program Income PY 2011 (Estimated, 20% available for Admin.)	\$ 4,000
Prior Years' Funds (Reprogrammed Funds--Estimate)	\$ 185,000
Subtotal	\$ 1,356,741
Section 108 Loan--Fourth Year Anticipated Expenditure	\$ 5,499,930
Total 2010 Estimated Funds Available	\$ 6,856,671

Administration (Limited to 20% of PY 2010 Grant + 20% of PY 2010 Program Income) =
\$236,867

Fair Housing (Housing Rights Center)	\$ 32,240
Administrative Staff (Salaries & Benefits)	\$ 134,800
Operations & Maintenance	\$ 69,827
Administration Total	\$ 236,867

Rehabilitation Activities (limited to 65% PY 2011 Grant = \$756,818 + \$185,000 of
reprogrammed funds = \$941,818

<u>Neighborhood Pride Program--(City Wide)</u>	\$ 321,564
<u>Commercial Loans & Grants--(Target Areas Only)</u>	\$ 500,000
Rehabilitation Subtotal	\$ 821,564
<u>Rehabilitation Program Staff--(Salaries & Benefits Only)</u>	\$ 120,254
Rehabilitation Total	\$ 941,818

Section 108 Loan

<u>110/405 Mixed Use Project</u>	
Fourth-Year Expenditure	\$ 5,499,930
	\$ 5,499,930

Public Services (Limited to 15% of PY 2011 Grant + 15% of PY 2010 Program Income) =
\$178,055

Apollo West Theatre and Drama Workshop	\$ 7,500
Erasto R. Batongmalaque Foundation/Filipino Veterans Foundation	\$ 7,500
Boys and Girls Club of Carson	\$ 12,683
Bridges Community Economic Development Corporation	\$ 8,183
Carson Coordinating Council/Carson Child Guidance Program	\$ 15,183
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National Council on Alcoholism & Drug Dependence--South Bay	\$ 7,500
Office of Samoan Affairs	\$ 10,683
Peace and Joy Care Center	\$ 13,183
Philippine Independence Day Foundation	\$ 7,500
Samoan American Senior Citizens Involvement, Inc.	\$ 8,183
Samoan Federation of America	\$ 7,683
South Bay Family Healthcare Center	\$ 10,183
<i>Adjustment needed to stay within public services limit</i>	\$ (7)

Public Services Total \$ 178,055

Summary

TOTAL 2010 ALLOCATION \$ 6,856,670

EXHIBIT NO. 2



CITY OF CARSON

REQUEST FOR PROPOSALS COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE PROGRAMS—PROGRAM YEAR 2011

The City of Carson invites community-based organizations and/or agencies to submit proposals for community development or public service-related activities for the 12-month period beginning July 1, 2011 and ending June 30, 2012. This time period comprises the 2011 Program Year (PY) for the Community Development Block Grant Program. Further program details and requirements are listed below. Interested parties are invited to submit descriptive program proposals and a required City application no later than 5:00 P. M. on Thursday, December 16, 2010, to the Office of the City Clerk, at Carson City Hall, 701 East Carson Street, Carson, California 90745.

Background

The City of Carson qualifies as an entitlement city under the CDBG program because of the proportion of low and moderate income persons among its residents. Funding for the CDBG program is made possible by the Federal Housing and Community Development Act of 1974 and its subsequent amendments, and is administered by the U. S. Department of Housing and Urban Development (HUD).

Program Objectives

The primary objectives of the CDBG program include the development of viable urban communities, including decent housing, a suitable living environment, and expanding economic opportunities, primarily for persons of low and moderate income. In keeping with those objectives, the City in the past has undertaken a variety of physical development activities along with public social services in support of those development activities. These have included such public improvements as buildings and streets, and rehabilitation of owner-occupied single-family dwellings in target areas by means of loans and grants. Social services have included those related to youth services (including delinquency prevention, counseling, employment, medical screening and treatment, and programs (including shelters) for the homeless. All activities, projects, and programs must serve low and moderate income residents based on Federal income limits (a maximum household income of 80% of the Los Angeles area median, adjusted for family size).

Range of Eligible Activities

The following is a partial list of activities eligible for CDBG funding:

- Acquisition, rehabilitation, or preservation of land and buildings.
- Public works, facilities, and site improvements.
- Clearance, demolition, and rehabilitation.
- Planning and management
- Program administration

EXHIBIT NO. 3

- Economic development
- Provision of public services such as those concerned with employment, crime prevention, child care, health care, substance abuse assistance, energy conservation, recreation services, services to senior citizens, or other public/social/human services needs

Jurisdictions receiving CDBG funds are permitted to allocate 15% of that funding to programs and services falling into the last of the above-listed categories (public services). Consequently, services falling into that category are the subject of this Request for Proposals.

The major criterion for eligibility for CDBG funding is that the majority of program participants must be persons of low and moderate income. Under this criterion, the program must provide service to Carson residents whose household incomes are not more than 80% of the metropolitan Los Angeles median income, adjusted for family size. It is essential that applicants explain and demonstrate in their proposals how they will verify and keep track of participants' income levels. You will be required to include with your PY 2011 applications/proposals an example of the documentation your program will obtain from program participants to verify their income status. Proposal/application packages are required to include examples of the documentation that will be obtained from participants to verify their income status.

While the income levels for the CDBG program are adjusted by HUD on an annual basis, and the income levels for PY 2011 have yet to be determined, the income levels in effect for PY 2010 are shown below for illustrative purposes.

Income Category	Extremely Low	Very Low	Low	Moderate	Above Moderate
Household Size					
1 Person	\$17,400 or less	Up to \$29,000	Up to \$46,400	Up to \$52,900	Above \$52,900
2 Persons	\$19,900 or less	Up to \$33,150	Up to \$53,000	Up to \$60,500	Above \$60,500
3 Persons	\$22,400 or less	Up to \$37,300	Up to \$59,650	Up to \$68,050	Above \$68,050
4 Persons	\$24,850 or less	Up to \$41,400	Up to \$66,250	Up to \$75,600	Above \$75,600
5 Persons	\$26,850 or less	Up to \$44,750	Up to \$71,550	Up to \$81,650	Above \$81,650
6 Persons	\$28,850 or less	Up to \$48,050	Up to \$76,850	Up to \$87,700	Above \$87,700
7 Persons	\$30,850 or less	Up to \$51,350	Up to \$82,150	Up to \$93,750	Above \$93,750
8 Persons	\$32,850 or less	Up to \$54,650	Up to \$87,450	Up to \$99,800	Above \$99,800

The following categories of persons are generally presumed (by controlling Federal law and CDBG program guidelines) to be low and moderate income persons: abused children, elderly (age 62 and above), battered spouses, homeless persons, handicapped adults, illiterate adults, persons with HIV/AIDS, and migrant farm workers.

Programs providing housing assistance and related support services are required to comply with HUD's Residential Lead-Based Paint Hazard Reduction Act (Title X of the Housing and Community Development Act of 1992). Compliance may require the inspection of housing units, control/removal of lead-based paint hazards, and clearance testing at the expense of the grant applicant.

For any questions on eligible activities, contact Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson, CA 90745, (310) 233-4862, or via e-mail at kbennett@carson.ca.us.

Proposers' Conference

In an effort to assist prospective applicants in the preparation of their proposals, as well as to assist staff in the review of those proposals once submitted, applicants will be provided the opportunity to review the application process and related issues with staff at two **Proposers' Conferences** to be held prior to the December 16 application deadline. These will take place on **Wednesday, December 1 and Thursday, December 2 (at 10:00 A. M. both days), in the Training Room of the Carson Career Center (part of the Economic Development Work Group), 1 Civic Plaza Drive, Suite 500 (Fifth Floor).** **Participation in ONE of the Proposers' Conferences is mandatory (only one is necessary). Applications from organizations/programs not having a representative at one of these conferences will not be accepted.** Please contact Keith Bennett to advise him which session you will be attending.

Expected Funding

The expected level of CDBG entitlement funding for the City of Carson for PY 2011 (subject to updating as more information becomes available from HUD) is approximately \$1,190,000. A maximum of fifteen per cent (15%) of this amount, or approximately \$178,500, may be used for eligible public service programs. In addition to this 15% of the entitlement funding, the City is likewise permitted to allocate up to 15% of program income earned in the current (PY 2010) year for these public service programs. Staff's best current estimate of the program income available for use in PY 2011 is approximately \$3,750. Thus, staff's total estimate of the total funding available for public service programs in PY 2011 is approximately \$182,250. (The figure that was allocated in PY 2010 was \$178,579.)

Summary of Reporting, Monitoring, and Other Requirements

Subrecipient Agreement

Please note that the use of CDBG funds requires stringent administration and vigilance on the part of organizations allocated funding (referred to as subrecipients). HUD requires the City to enter into formal, written agreements with such organizations, called subrecipient agreements, spelling out such details as the nature of services being provided, the amounts being allocated, the manner in which the funds are to be transmitted to the organization, and information to be provided by the organization during the course of the program year.

Insurance

Organizations providing service under the CDBG program are required to maintain public liability and property damage insurance protecting the organization in amounts not less than \$1,000,000 for personal injury to any one person, \$1,000,000 for injuries arising out of any accident, and \$1,000,000 for property damage. Such insurance must also name the City as an additional insured.

Potential applicants should also be aware of California state law requiring employers to have workers' compensation insurance (if they have even one employee). Additional information on California workers' compensation requirements can be obtained by contacting the California Department of Industrial Relations (DIR). A listing of frequently asked questions (FAQs) and corresponding answers, as well as a definition of what constitutes an "employee", can be found on DIR's website, <http://www.dir.ca.gov>.

Organizations approved for CDBG funding must furnish proof of insurance coverage as required above in order for a subrecipient agreement to be fully executed.

Documentation and Reports

All organizations that receive a funding allocation must collect the following information regarding each program participant: household income level (extremely low, low, moderate, above moderate) household type (elderly, handicapped/disabled, female head of household) race and ethnicity (it should be noted that the race categories now in use by HUD permit a person to identify himself/herself as belonging to more than one category), type of assistance, and outcome of the assistance provided. This information will be required to be submitted on monthly activity reports. These reports will cover each month and will be due within 15 days of the end of each month's reporting period. The first monthly report will be for the period of July 1, 2010 through July 31, 2010.

DUNS Numbers

All CDBG activity is tracked by means of the Federal government's Integrated Disbursement and Information System (IDIS). A recently-implemented feature of IDIS requires the entering of a DUNS (Data Universal Numbering System) number for each subrecipient. Consequently, the CDBG application for PY 2011 will require applicants to furnish an organizational DUNS number. The DUNS number is a unique nine-digit number provided by Dun & Bradstreet to identify any business entity (including non-profit and government entities).

If your organization does not already have a DUNS number, you can obtain one by contacting Dun & Bradstreet toll-free at 1-866-705-5711. This number is staffed from 8 A. M. to 6 P. M. The process to obtain a DUNS number takes approximately 5-10 minutes, and a number will be assigned at the conclusion of the call. You will need to provide the following information to Dun & Bradstreet:

- Organization's legal name

- Headquarters name and address for the organization
- Doing business as (DBA) or other name by which your organization is commonly known or recognized
- Physical address, city, state, and zip code
- Mailing address (if separate from headquarters or physical address)
- Telephone number
- Contact person name and title
- Number of employees at your physical location

Other Requirements

The CDBG program operates on a reimbursement basis (meaning that subrecipients first incur expenditures, and then submit documentation of those expenditures to the City for approval in order to receive disbursements of CDBG funds). The City of Carson operates on a system that requires that invoices for actual expenditures for a particular month be received by the 15th of the subsequent month for payment within that subsequent month. All participating organizations will be required to submit a monthly billing invoice and monthly activity report with supporting documentation in order to receive reimbursement. City staff will conduct on-site monitoring visits during the program year. Adequate financial administration to separately account for CDBG-related expenditures must be in place. Additional monitoring visits may be conducted at the sole discretion of the City and/or HUD. Program accomplishments, participant income verification, information, and all financial records related to the block grant must be available for inspection. Expenditures and the reimbursement thereof are subject to guidelines of HUD and the Federal Office of Management and Budget (OMB). A copy of the latest edition of the City's Subrecipient Manual, which all prospective applicants are encouraged to obtain and familiarize themselves with, is available by contacting the City's CDBG Coordinator.

Public service organizations shall not target or serve any single ethnic population. Discrimination of any kind in the rendering of public services shall be cause for the rejection of a proposal. Organizations whose primary purpose is to benefit members of a particular ethnic group are not prohibited from applying for CDBG funds, but the program for which CDBG funds are sought must be open to persons outside that ethnic group.

Religious or faith-based organizations are advised that Federal funding may not be used to support any religious activities or religious influence in the delivery of public services.

Finally, in recent years HUD has required that grant recipients measure outcomes as well as numerical goals. (For example, in addition to serving X number of clients during the program year, what are the anticipated outcomes of that program and how will those outcomes be measured?) Organizations submitting proposals should be prepared to address this issue within their proposals, as well as in the reporting they submit to the City on a regular and periodic basis.

Program Proposal Content

Program proposal descriptions ideally **should be no more than ten typewritten pages of text** with one (1) additional page allowed to include a line item proposed budget for the 2011 PY. Proposals must identify a need and describe how the proposed program or activity will address this need. Proposals must be specific and contain quantifiable (measurable) objectives (i. e., universe of need, number of persons to be served, et cetera). Respondents should be realistic and avoid overly ambitious projects that cannot be achieved within the 12-month period. Proposals must be for direct service provision and not to conduct research. Please keep in mind that less than \$183,000 is expected to be available to be apportioned among all programs approved for funding. Asking for an excessive amount of funds will not assist you in obtaining a grant. While there is no specific format for proposals, all proposals should, in addition to the accompanying application form, include and cover the following:

- [] Description of how the need was determined (including any supporting data) and how the program will meet the need.
- [] Description of the target population and the setting in which it is anticipated that the service will be provided.
- [] Description of how your program will track and verify the income status of program beneficiaries.
- [] An example of the documentation your program will obtain from program beneficiaries to verify their income status (note the information on pages 2 and 3 of this RFP regarding the low and moderate income status of program participants).
- [] Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- [] If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- [] Brief resume noting the expertise and background of the organization (including how long the program has been in existence) and of the senior staff responsible for the program.
- [] List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- [] Organization by-laws or charter.
- [] Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- [] State non-profit determination letter [State Code 23701 (d)].
- [] One (1) page line item budget detailing the use of CDBG funds requested for the 2011 program year.
- [] A full line item budget of the organization for the 2010 (current) PY (including a listing of any other funding sources your group receives).
- [] Financial statements for the previous two (2) years. (Include at least one year—the most recent year available—of **audited** financial statements. Programs that have not previously received or applied for CDBG funds from the City are welcome to apply. However, City Council has decided that no funding will be allocated to **startup** organizations or programs.)

Prospective applicants are advised that a number of organizations and activities are funded through the CDBG program in the current program year, and these organizations will most likely apply once again for funding. However, current or previous participation in the CDBG program does not guarantee funding for any applicant.

Evaluation Criteria and Application Review Process

All proposals submitted in a timely manner are reviewed by City staff for completeness and program eligibility according to CDBG guidelines. The City reserves the right to determine the completeness of all proposals, and also reserves the right to reject any or all proposals without cause.

Following the review by City staff, a minimum of two public hearings will be conducted by the Citywide Advisory Commission and City Council prior to Council's formal approval of the programs to be awarded funding and funding allocations for them. These hearings will most likely take place sometime in February or March, 2010. As part of the public testimony that takes place at a public hearing, applicants will be provided the opportunity to make brief presentations explaining and highlighting their program proposals. Applicants will be apprised as to the dates and times of these public hearings.

In addition to the basic criteria for CDBG eligibility described earlier, the following criteria will be emphasized during the review process:

- The organization is viable, stable, and exhibits the administrative capacity to successfully complete a project.
- The service directly benefits low-and moderate-income Carson residents.
- The organization has a process in place to measure the amount of assistance provided to Carson residents.
- The service will not duplicate or overlap an existing service.
- The organization has other sources of funding to match or supplement the City of Carson's CDBG funding.
- The CDBG funding provided will be used for client services (as opposed to on-going administrative expenses).

Applicants are advised that City Council has incorporated the above-described evaluation criteria in addition to other considerations into a set of policy guidelines it recently adopted for the CDBG funding process as well as for a separate funding application process for cultural arts programming conducted for the City's Cultural Arts Commission*:

1. Applications for CDBG and Cultural Arts Commission funding shall be considered by City Council at the same meeting.
2. No service provider shall receive funding from both the CDBG and Fine Arts & Historical Commission budgets. However, if a provider can demonstrate that it is operating separate

and distinct programs that meet the criteria for each, it can qualify for funding from both CDBG and the Fine Arts & Historical Commission for those separate programs.

3. There shall be no limit on the number of consecutive years a service provider may receive funding. However, there shall be no earmarking of annual funding for any service provider. That is, the amount of funding a service provider receives in any single year shall be determined by a competitive application process.
4. Each Commission, in conjunction with staff, shall establish a point system for evaluation of applications. Service providers who are Carson-based or predominantly serve Carson residents shall receive bonus points.**
5. The minimum annual grant amount for CDBG and Cultural Arts Commission service providers shall be \$7,500. Such funding shall be provided only to existing organizations/programs, not startup organizations/programs.
6. Applications for funding shall be compared for administrative versus direct client service costs and collaboration with other entities in providing services.

*Due to budgetary constraints, City Council elected to not allocate funding for these Cultural Arts programs during Fiscal Year 2010-2011. Whether this funding will resume for Fiscal Year 2011-2012 is not known at this time.

**CDBG staff has, in response, developed the following 100-point scale for evaluating the proposals submitted beginning with the PY 2007 funding cycle, and will likely again employ it, with perhaps minor modifications, for the PY 2011 process. This system accommodates the awarding of a number of bonus points to Carson-based organizations, so those programs would have a maximum possible score above 100.

- Organization based in or maintaining a base of operations in Carson—up to 10 points (bonus)
- Meeting Five-Year Consolidated Plan Major Priority Needs (services to the homeless or that prevent homelessness, services to persons with special needs, services to youth, and services to the frail and elderly)—up to 35 points
- Project Impact (including such features as the extent of need, number of Carson residents to benefit from the service, stable management, applicant's past performance)—up to 35 points
- Project Long-Term Outlook (solid operation plan, leveraging of other resources versus reliance on City funding, ability to meet or comply with relevant regulatory provisions)—up to 30 points

Proposal, Application, and Due Date

To be considered, applicants must submit the following:

- One (1) City application;

- One (1) unbound original proposal; and
- Seven (7) copies of the proposal.

Please do not bind the copies or place them in covers; simple stapling is suggested.

Proposals and applications must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. NO EXCEPTIONS WILL BE MADE.

**2011-2012 Public Service Funding
(\$178,055 Estimated Total Allocation)**

	2011-12 Proposal Rating	2010-11 CDBG Allocation (\$)	2011-12 CDBG Requested (\$)	2011-12 CAC Recommended (\$)	Council Approved (3/16/11) (\$)
Apollo West Theatre and Drama Workshop	66.3	7,000	30,000	7,500	
Asian American Drug Abuse Program	did not apply	10,000	did not apply	did not apply	
E. R. Batongmalague Fndn./Filipino Veterans Fndn.	67.3	7,000	28,000	7,500	
Boys & Girls Club of Carson	107.3	14,000	25,000	12,683	
Bridges Community Economic Development Corp.	91.7	10,500	15,000	8,183	
Carson Coordinating Council (Carson Child Guidance)	107.5	13,518	20,600	15,183	
The Children's Clinic	98.5	10,000	15,000	7,683	
El Nido Family Centers	100.3	13,000	20,000	13,183	
Gang Alternatives Program	97.5	13,561	40,000	7,683	
Gardena-Carson Family YMCA	87.0	10,000	15,000	10,183	
L. A. Co. Sheriff's Dept. Carson Gang Diversion Team	86.0	10,000	25,000	8,183	
Milestones Family Learning Center	100.7	did not apply	14,640	7,683	
Millenium Momentum Foundation	82.5	did not apply	11,875	7,500	
Natl. Council on Alcoholism/Drug Dependence-S. Bay	90.3	did not apply	19,192	7,500	
Office of Samoan Affairs, Inc.	101.0	10,000	30,000	10,683	
Peace and Joy Care Center	102.3	13,000	35,000	13,183	
Philippine Independence Day Foundation	47.0	did not apply	16,000	7,500	
Samoan American Senior Citizens Involvement, Inc.	72.7	10,000	20,000	8,183	
Samoan Federation of America	92.5	7,000	10,000	7,683	
South Bay Family Healthcare Center	96.5	10,000	15,000	10,183	
Victory Comm. Ctr./Take 5 Youth Enrichment Program	did not apply	10,000	did not apply	did not apply	
Total		178,579	405,307	178,062	178,055



CITY OF CARSON
INTEROFFICE MEMORANDUM

TO: MEMBERS OF THE CITYWIDE ADVISORY COMMISSION
FROM: KEITH BENNETT, ECONOMIC DEVELOPMENT WORK GROUP
(STAFF TO THE COMMISSION) *Bennett*
SUBJECT: POINTS OF EMPHASIS AT THIS EVENING'S COMMISSION MEETING
DATE: MARCH 3, 2011

I wanted to bring the following issues to your attention as we proceed with this evening's meeting:

CDBG Funding Allocation Recommendations

The main purpose of tonight's meeting is for the Commission to decide on its recommendation on the programs to be allocated Community Development Block Grant funding for 2011-2012 and the amounts to be allocated to them, which will be forwarded on to City Council for action and decision at Council's next regular meeting (Wednesday, March 16). Staff did make the determination that the 19 programs that made presentations to you on February 10 and February 24 were eligible to receive funding. However, a determination that a program is eligible to receive funding does not imply that a program should receive funding. In deciding on your recommended allocations tonight, it should not be the Commission's objective to award funds to all the eligible programs. Rather, you should recommend funding to the programs you feel are most worthy and deserving of funds, and allocate those funds on that basis. In doing so, you may well conclude that some programs either are not worthy of funding or cannot be accommodated within the confines of the funds available. You should base your decision on your assessment of the programs based on their funding proposals, their presentation to the Commission, and any site visits you were able to make to the programs, as well as the final rating of program proposals staff is presenting to you this evening.

Staff's Proposal Rating Scoring System

As in previous years, a review team of staff in the Economic Development Work Group evaluated each of the 19 program proposals according to the following rating system:

Meeting Five-Year Consolidated Plan Major Priority Needs (up to 35 points)—services to the homeless or that prevent homelessness, services to persons with special needs, services to youth, and services to the frail and elderly.

Project Impact (up to 30 points)—includes the extent of need, number of Carson residents to benefit from the service, stable management, applicant's past performance.

Project Long-Term Outlook (up to 30 points)—solid operation plan, leveraging of other resources versus reliance on City funding, ability to meet or comply with relevant regulator provisions.

Organizations based in or maintaining a base of operations in Carson (bonus of up to 10 points).

Thus, based on the above criteria, the maximum total score a program could achieve is 110.

Staff has provided a listing of the 19 programs in order from highest score to lowest score. Staff has also provided you an updated version of Proposed Project Summary Table (the capsule summary comparison of each program you were provided at the previous two meetings). This updated summary also lists the rating score for each program. Though the Commission has the discretion to recommend funding to any of the 19 applicants under consideration, staff recommends that you not allocate any funds to programs scoring less than 70 on this rating system. Sixteen of the 19 programs have exceeded that score.

Amount available to be allocated

Usually by now, the U. S. Department of Housing and Urban Development (HUD) would have issued notification to participating local governments how much in CDBG funding has been allocated to them for the upcoming program year, and staff would then have been able to calculate the 15% of the overall allocation available for public service programs. However, HUD has not yet done so for the 2011 program year. Therefore, staff is forced to provide you its best estimate at this time of the public service funding amount, which is \$178,055. (This compares with \$178,579 that was allocated for the current program year.) As this is not the final amount from HUD, it is subject to change. We may be notified of the final amount prior to the March 16 Council meeting. Should that occur, staff will be forced to provide Council with a revised funding allocation recommendation, based on the updated amount from HUD, in addition to the recommendation you adopt this evening. To assist you in keeping track of your allocation, I am providing you a tally sheet which lists the name of each program under consideration and the amounts they are requesting. There is also a blank column to use in recording the amounts you decide on. Staff also wishes to remind you of the policy guideline relative to CDBG funding that City Council adopted two years ago; that no program allocated CDBG funding should receive an amount less than \$7,500. Though this guideline sets a minimum amount, as a practical matter staff suggests that no amount less than \$10,000 be allocated. (In making its final decision on the program year 2010-2011 allocations, City Council deviated slightly from its guideline by awarding three programs allocations of \$7,000.)

COMPOSITE RATING OF 2011 CDBG PUBLIC SERVICE APPLICANTS
(in order of total score)
(as of March 2, 2011)

Applicant	Total Score
1. Carson Coordinating Council/Carson Child Guidance Program (5)	107.5
2. Boys and Girls Club of Carson (3)	107.3
3. Peace & Joy Care Center (15)	102.3
4. Office of Samoan Affairs (14)	101.0
5. Milestones Family Learning Center (11)	100.7
6. El Nido Family Centers (7)	100.3
7. The Children's Clinic (6)	98.5
8. Gang Alternatives Program (8)	97.5
9. South Bay Family Healthcare Center (19)	96.5
10. Samoan Federation of America (18)	92.5
11. Bridges Community Economic Development Corp. (4)	91.7
12. National Council on Alcoholism and Drug Dependence—South Bay (13)	90.3
13. Gardena-Carson Family YMCA (9)	87.0
14. Los Angeles County Sheriff's Department Carson Gang Diversion Team (10)	86.0
15. Millenium Momentum Foundation (12)	82.5
16. Samoan American Senior Citizens Involvement, Inc. (17)	72.7
17. Erasto R. Batongmalaque Foundation/Filipino Veterans Foundation (2)	67.3
18. Apollo West Theatre and Drama Workshop (1)	66.3
19. Philippine Independence Day Foundation (16)	47.0

CITY OF CARSON
2011-2012 CDBG Proposed Project Summary Table (as of 3/2/11)
Staff's current estimate of funds available to allocate: \$178,055 Funds requested by applicants: \$405,307

PUBLIC SERVICE ACTIVITIES

No.	APPLICANT PROJECT LOCATION HISTORY OF FUNDS ALLOCATED	PROJECT DESCRIPTION REVIEW PANEL RATING STAFF NOTES	FUNDS REQUESTED FROM ALL AGENCIES	FUNDS REQUESTED/ PERCENTAGE OF PROGRAM FUNDS	ESTIMATED PERSONS SERVED	NATIONAL OBJECTIVE
1	<p>Apollo West Theatre and Drama Workshop 426 W. Carson St., Suite 6 Carson, CA 90745</p> <p>History of CDBG funds allocated by City:</p> <p>2008-09: \$ 0 (did not apply) 2009-10: \$ 0 (did not apply) 2010-11: \$ 7,000</p> <p>(Applicant had received funding during program years 1999-2000, and from 2003-2004 through 2006-2007, in amounts ranging from \$5,000 to \$20,000 per year.)</p>	<p>Skills training program in the area of cinematography</p> <p>Review panel rating: 66.3</p>	<p>Total Project/Program Budget: \$ 44,057</p> <p>Funds requested/anticipated from other sources:</p> <p>BP \$ 5,000 Tetra Tech 5,000 Shell 2,000 Waste Management 2,000 ReMAX 2,000 Related Companies of California 2,000 Network Insurance 1,100 Aleshire & Wynder 1,000 Boulevards at South Bay 1,000 Community Dynamics, Inc. 1,000 Thomas Sanford 700 South Bay Pavilion 300 Ticket sales/personal donations 5,000</p>	<p>\$30,000 67.1</p> <p>% of requested funds for personnel-related costs: 26.7</p>	150	LMC
2	<p>Erasto R. Batongmalaque Foundation/ Filipino Veterans Foundation 23247 S. Main St. Carson, CA 90745</p> <p>History of CDBG funds allocated by City:</p> <p>2008-09: \$ 0 (did not apply) 2009-10: \$ 0 (did not apply) 2010-11: \$ 7,000</p> <p>(Applicant did receive funding of \$6,560 during program year 2005-2006)</p>	<p>Advocacy/intervention programming for senior citizens to improve their quality of life in several areas. (Organization also operates a food distribution program which has not required CDBG funding.)</p> <p>Review panel rating: 67.3</p>	<p>Total Project/Program Budget: \$ 128,000</p> <p>Funds requested/anticipated from other sources:</p> <p>Other fundraising/donations (sources not specified) \$ 100,000</p>	<p>\$28,000 21.9</p> <p>% of requested funds for personnel-related costs: 64.3</p>	200	LMC
3	<p>Boys & Girls Club of Carson 1950 E. 220th Suite 102 Carson, CA 90810</p> <p>(Services to be provided at Club facility at 21502 S. Main St., Bonita St. Elementary School, 21929 S. Bonita St., Towne Avenue Elementary School, 18924 Towne Ave., and Carson High School, 22328 S. Main St.)</p> <p>History of CDBG funds allocated by City:</p> <p>2008-09: \$17,500 2009-10: \$ 0 (did not apply) 2010-11: \$14,500</p>	<p>After school youth development programming, educational support</p> <p>Review panel rating: 107.3</p>	<p>Total Project/Program Budget: \$1,137,804</p> <p>Funds requested/anticipated from other sources:</p> <p>Individual donations \$ 10,000 Corporate donations/grants 10,000 Foundations 175,000 Special events/fundraisers 280,250 Program revenue 96,660 United Way 78,750 Other government grants 416,188 "Collaborative" income 65,596 Other income 6,503</p>	<p>\$25,000 2.2</p> <p>% of requested funds for personnel-related costs: 84.8</p>	150	LMC

EXHIBIT NO. 7

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CITY OF CARSON

2011-2012 CDBG Proposed Project Summary Table (as of 3/2/11)

Staff's current estimate of funds available to allocate: \$178,055 Funds requested by applicants: \$405,307

PUBLIC SERVICE ACTIVITIES						
No.	APPLICANT PROJECT LOCATION HISTORY OF FUNDS ALLOCATED	PROJECT DESCRIPTION REVIEW PANEL RATING STAFF NOTES	FUNDS REQUESTED FROM ALL AGENCIES	FUNDS REQUESTED/ PERCENTAGE OF PROGRAM FUNDS	ESTIMATED PERSONS SERVED	NATIONAL OBJECTIVE
4	Bridges Community Economic Development Corporation 225-D W. Torrance Blvd. Carson, CA 90746 (Administrative Offices) 20793 S. Main St.. Carson, CA 90745 (Program Site) History of CDBG funds allocated by City: 2008-09: \$12,500 2009-10: \$14,520 2010-11: \$10,500	Educational support programming Review panel rating: 91.7	Total Project/Program Budget: \$ 195,000 Funds requested/anticipated from other sources: Glory Christian Fellowship Intl. (sponsoring entity) \$ 160,000 University of California 10,000 Watson Land Company 6,500 AT&T Foundation 4,000	\$15,000 % of requested funds for personnel-related costs: 100.0	100	LMC
5	Carson Coordinating Council/Carson Child Guidance Program 340 W. 224 th St. Carson, CA 90745 (Program Site) PO Box 5044 Carson, CA 90749 (Mailing Address) History of CDBG funds allocated by City: 2008-09: \$12,384 2009-10: \$19,360 2010-11: \$20,600	School-based mental health counseling and outreach program Review panel rating: 107.5	Total Project/Program Budget: \$ 155,073 Funds requested/anticipated from other sources: Special events/fundraisers \$ 50,000 Misc. corporate contributions 7,500 Family support 2,500 LA Unified School District ** **-amount could not be determined	\$20,600 % of requested funds for personnel-related costs: 94.0	350	LMC

CITY OF CARSON

2011-2012 CDBG Proposed Project Summary Table (as of 3/2/11)

Staff's current estimate of funds available to allocate: \$178,055 Funds requested by applicants: \$405,307

PUBLIC SERVICE ACTIVITIES

No.	APPLICANT PROJECT LOCATION HISTORY OF FUNDS ALLOCATED	PROJECT DESCRIPTION REVIEW PANEL RATING STAFF NOTES	FUNDS REQUESTED FROM ALL AGENCIES	FUNDS REQUESTED/ PERCENTAGE OF PROGRAM FUNDS	ESTIMATED PERSONS SERVED	NATIONAL OBJECTIVE
6	<p>The Children's Clinic 2790 Atlantic Ave. Long Beach, CA 90806 (mailing address)</p> <p>455 E. Columbia St., Suite 201 Long Beach, CA 90806 (main facility location)</p> <p>Other service locations: Vasek Polak Family Health Center, 1057 Pine Ave., Long Beach, CA 90813</p> <p>Hamilton Middle School, 1060 E. 70th St., Long Beach, CA 90805</p> <p>Long Beach Multiservice Center, 1301 W. 12th St., Long Beach, CA 90813</p> <p>Cesar Chavez Elementary School, 730 W. 3rd St., Long Beach, CA 90802</p> <p>International Elementary School, 700 Locust Ave., Long Beach, CA 90813</p> <p>History of CDBG funds allocated by City:</p> <p>2008-09: \$10,000 2009-10: \$ 9,680 2010-11: \$10,000</p>	<p>Comprehensive primary, acute, and preventive health care and education for low-income uninsured children and their families</p> <p>Review panel rating: 98.5</p>	<p>Total Project/Program Budget: \$12,153,120</p> <p>Funds requested/anticipated from other sources:</p> <p>Patient care revenues \$ 7,941,882</p> <p>Government grants 1,826,909</p> <p>Foundations/other grants 2,635,102</p> <p>Corporations 20,000</p> <p>Individuals 101,600</p> <p>Special events 174,027</p> <p>United Way 10,000</p> <p>Other community svc. organizations 20,000</p> <p>Other revenues 355,500</p>	<p>\$15,000</p> <p>0.1</p> <p>% of requested funds for personnel-related costs: 85.5</p>	300-350	LMC
7	<p>El Nido Family Centers 10200 Sepulveda Blvd., Suite 350 Mission Hills, CA 91345 (HQ)</p> <p>460 Carson Plaza Dr., Suite 160 Carson, CA 90746 (Local program office)</p> <p>History of CDBG funds allocated by City:</p> <p>2008-09: \$ 8,710 2009-10: \$14,520 2010-11: \$13,000</p>	<p>Child abuse treatment, delinquency prevention, services to pregnant and parenting teens</p> <p>Review panel rating: 100.3</p>	<p>Total Project/Program Budget: \$ 224,519*</p> <p>Funds requested/anticipated from other sources:</p> <p>County of LA (DCFS) \$ 170,100</p> <p>County of LA (Probation Dept.) 26,400</p> <p>Other revenues (special events, United Way, foundations) 28,019</p> <p>*--Figure relates to operation of Carson office</p>	<p>\$20,000</p> <p>8.9</p> <p>% of requested funds for personnel-related costs: 78.9</p>	70	LMC



CITY OF CARSON

2011-2012 CDBG Proposed Project Summary Table (as of 3/2/11)

Staff's current estimate of funds available to allocate: \$178,055 Funds requested by applicants: \$405,307

PUBLIC SERVICE ACTIVITIES

APPLICANT PROJECT LOCATION HISTORY OF FUNDS ALLOCATED	PROJECT DESCRIPTION REVIEW PANEL RATING STAFF NOTES	FUNDS REQUESTED FROM ALL AGENCIES	FUNDS REQUESTED/ PERCENTAGE OF PROGRAM FUNDS	ESTIMATED PERSONS SERVED	NATIONAL OBJECTIVE
8 Gang Alternatives Program 309 W. Opp St. Wilmington, CA 90744 (Office) PO Box 408 San Pedro, CA 90733 (Mailing) History of CDBG funds allocated by City: 2008-09: \$15,000 2009-10: \$14,520 2010-11: \$13,561	Gang prevention classes/curriculum for students in elementary schools located in Carson Review panel rating: 97.5 (This program differs somewhat from the other programs targeting the gang problem in that the focus of this program is exclusively on the prevention side of the equation.) Health improvement program focusing on persons with diabetes Review panel rating: 87.0	Total Project/Program Budget: \$ 2,348,113 Funds requested/anticipated from other sources: U.S. Dept. of Justice \$ 135,000 Weed & Seed Grant 19,450 Kaiser Permanente 20,000 County Supervisor Knabe 125,000 LAUSD (Beyond the Bell) 411,784 Toberman Grant 43,000 Other grants (primarily City of Los Angeles) 1,530,247 Fundraisers/sponsorships 112,258 In-kind and other donations 118,800 Total Project/Program Budget: \$ 26,000* Funds requested/anticipated from other sources: Membership fees \$ 15,000 Private donations 1,000 *-Relates to the operation of this specific program, as compared to the overall YMCA budget of \$2,103,784	\$40,000 % of requested funds for personnel-related costs: 1.7 42.5	5,200	LMC
9 Gardena/Carson Family YMCA 1000 W. Artesia Blvd. Gardena, CA 90248 History of CDBG funds allocated by City: 2008-09: \$ 0 (did not apply) 2009-10: \$ 9,680 2010-11: \$10,000	Public safety/youth services/gang diversion program Review panel rating: 86.0 It is noted that some level of collaboration exists between this program and other programs seeking funding (most notably Boys & Girls Club of Carson), as this applicant refers participants to this and other programs. It does differ from Gang Alternatives Program in that this program deals with older youth who have already established a pattern of gang-related behavior.	Total Project/Program Budget: \$25,000 Funds requested/anticipated from other sources: Not indicated (in the previous year, program had received a funding commitment of \$20,000 from Watson Land Company). Program also receives a portion of the City's annual General Fund allocation for Sheriff's Department services, but the amount could not be determined.	\$15,000 % of requested funds for personnel-related costs: 57.7 100.0	50	LMC
10 Los Angeles County Sheriff's Department Carson Gang Diversion Team 21356 S. Avalon Blvd. Carson, CA 90745 History of CDBG funds allocated by City: 2008-09: \$10,000 2009-10: \$14,520 2010-11: \$10,000		Total Project/Program Budget: \$25,000 Funds requested/anticipated from other sources: Not indicated (in the previous year, program had received a funding commitment of \$20,000 from Watson Land Company). Program also receives a portion of the City's annual General Fund allocation for Sheriff's Department services, but the amount could not be determined.	\$25,000 % of requested funds for personnel-related costs: 100.0 44.0	150	LMC

CITY OF CARSON
2011-2012 CDBG Proposed Project Summary Table (as of 3/2/11)
Staff's current estimate of funds available to allocate: \$178,055 Funds requested by applicants: \$405,307

PUBLIC SERVICE ACTIVITIES						
No.	APPLICANT PROJECT LOCATION HISTORY OF FUNDS ALLOCATED	PROJECT DESCRIPTION REVIEW PANEL RATING STAFF NOTES	FUNDS REQUESTED FROM ALL AGENCIES	FUNDS REQUESTED/ PERCENTAGE OF PROGRAM FUNDS	ESTIMATED PERSONS SERVED	NATIONAL OBJECTIVE
11	Milestones Family Learning Center 550 E. Carson Plaza Dr., Suite 203 Carson, CA 90746 History of CDBG funds allocated by City: First-time applicant	Afterschool learning program and dropout prevention services Review panel rating: 100.7	Total Project/Program Budget: \$ 286,660 Funds requested/anticipated from other sources: No Child Left Behind SES Program \$ 750,000	\$14,640 5.1 % of requested funds for personnel-related costs: 69.9	200	LMC
12	Millennium Momentum Foundation 5757 Wilshire Blvd., Suite 568 Los Angeles, CA 90036 (Services to be provided at California State University—Dominguez Hills) History of CDBG funds allocated by City: First-time applicant	Youth leadership development and educational/employment readiness training Review panel rating: 82.5	Total Project/Program Budget: \$ 283,948 Funds requested/anticipated from other sources: Fundraising gala contributions and sponsorship \$ 150,000 Corporate and foundation support 45,000 Government grants & contributions 65,000 Other fundraising 24,000	\$11,875 4.2 % of requested funds for personnel-related costs: 54.7	25	LMC
13	National Council on Alcoholism and Drug Dependence of the South Bay (dba South Bay Alcoholism Services) 1334 Post Ave. Torrance, CA 90501 History of CDBG funds allocated by City: First-time applicant	Substance abuse prevention and anger management counseling Review panel rating: 90.3 Staff notes that one of the locations proposed for the services is Victory Outreach, whose non-profit affiliate, Victory Community Center, had operated a CDBG-funded program in previous years. Among the documents included in this applicant's package is a letter from Victory Outreach committing to the rental of space, and the primary staff contact for this applicant had previously been the key staff person for the Victory Community Center program.	Total Project/Program Budget \$ 2,597,176 Funds requested/anticipated from other sources: Self-pay programs \$ 723,179 LA County DPH Substance Abuse & Control Division Contracts 652,643 DCFS Family Preservation SBCC contracts (Family Support, School Readiness, Prevention Initiative, Partnership for Families Tobacco funding 110,285 Building Blocks 100,000 Dependency Drug Court 75,000 Proposition 36 Funds 60,912 Sober Living Contract 14,518 General Relief 9,886 Other contracts 4,000 City of Torrance 3,000	\$19,192 0.7 % of requested funds for personnel-related costs: 61.2	90	LMC

CITY OF CARSON

2011-2012 CDBG Proposed Project Summary Table (as of 3/2/11)

Staff's current estimate of funds available to allocate: \$178,055 Funds requested by applicants: \$405,307

PUBLIC SERVICE ACTIVITIES

No.	APPLICANT PROJECT LOCATION HISTORY OF FUNDS ALLOCATED	PROJECT DESCRIPTION REVIEW PANEL RATING STAFF NOTES	FUNDS REQUESTED FROM ALL AGENCIES	FUNDS REQUESTED/ PERCENTAGE OF PROGRAM FUNDS	ESTIMATED PERSONS SERVED	NATIONAL OBJECTIVE
14	Office of Samoan Affairs, Inc. 20715 S. Avalon Blvd. Suite 200 Carson, CA 90745 History of CDBG funds allocated by City: 2008-09: \$ 9,955 2009-10: \$ 9,680 2010-11: \$10,000	Social services to youth, elderly, and families, including a job assistance component Review panel rating: 101.0	Total Project/Program Budget: \$ 567,978 Funds requested/anticipated from other sources: ACF/Dept of Health & Human Svcs \$ 298,219 County of LA/DCFS \$ 81,752 County of LA/Area Agency on Aging \$ 65,411 DPSS/Comm. Svcs. Block Grant \$ 59,201 Cambodian Assn. of America \$ 30,000 County of LA/Probation Dept. \$ 7,468	\$30,000 52.8 % of requested funds for personnel-related costs: 82.3	150	LMC
15	Peace and Joy Care Center 1673 E. Del Amo Blvd. Carson, CA 90745 (Administrative headquarters; locations of shelter facilities kept confidential) History of CDBG funds allocated by City: 2008-09: \$12,000 2009-10: \$15,488 2010-11: \$13,000	Shelter and supportive services to victims of domestic violence and their families Review panel rating: 102.3	Total Project/Program Budget: \$ 246,855 Funds requested/anticipated from other sources: Los Angeles Homeless Svcs. Auth. \$ 125,485 California Emergency Mgt. Agency \$ 36,446 Other funding sources (unspecified) \$ 49,924	\$35,000 14.2 % of requested funds for personnel-related costs: 48.6	12	LMC
16	Philippine Independence Day Foundation 22122 S. Main St. Carson, CA 90745 History of CDBG funds allocated by City: First-time applicant	After-school youth athletic league Review panel rating: 47.0	Total Project/Program Budget: \$ 16,000 Funds requested/anticipated from other sources: None indicated	\$16,000 100.0 % of requested funds for personnel-related costs: 0	150	LMC
17	Samoan American Senior Citizens Involvement, Inc. 23742 S. Main St. Carson, CA 90745 History of CDBG funds allocated by City: 2008-09: \$10,000 2009-10: \$ 9,680 2010-11: \$10,000	Health and welfare services for seniors Review panel rating: 72.7	Total Project/Program Budget: \$ 228,612 Funds requested/anticipated from other sources: Bingo proceeds \$ 200,951 Fireworks stand proceeds \$ 13,942 Other fundraising \$ 15,000	\$20,000 % of requested funds for personnel-related costs: 15.0	200	LMC

CITY OF CARSON

2011-2012 CDBG Proposed Project Summary Table (as of 3/2/11)

Staff's current estimate of funds available to allocate: \$178,055 Funds requested by applicants: \$405,307

PUBLIC SERVICE ACTIVITIES						
No.	APPLICANT PROJECT LOCATION HISTORY OF FUNDS ALLOCATED	PROJECT DESCRIPTION REVIEW PANEL RATING STAFF NOTES	FUNDS REQUESTED FROM ALL AGENCIES	FUNDS REQUESTED/ PERCENTAGE OF PROGRAM FUNDS	ESTIMATED PERSONS SERVED	NATIONAL OBJECTIVE
18	<p>Samoan Federation of America 404 E. Carson St. Carson, CA 90745</p> <p>History of CDBG funds allocated by City: 2008-09: \$10,000 2009-10: \$ 9,680 2010-11: \$ 7,000</p>	<p>English as Second Language and health education for seniors</p> <p>Review panel rating: 92.5</p>	<p>Total Project/Program Budget: \$ 85,112</p> <p>Funds requested/anticipated from other sources: Fundraising efforts \$ 65,000 Individual contributions 12,000 Membership dues 1,112</p>	<p>\$10,000 11.7</p> <p>% of requested funds for personnel-related costs: 0</p>	300	LMC
19	<p>South Bay Family Healthcare Center 23430 Hawthorne Blvd., Suite 210 Torrance, CA 90505 (Office) 22328 S. Main St. Carson, CA 90745 (Carson High School; Program Site)</p> <p>History of CDBG funds allocated by City: 2008-09: \$10,000 2009-10: \$ 9,680 2010-11: \$10,000</p>	<p>General medical services for Carson High School students</p> <p>Review panel rating: 96.5</p>	<p>Total Project/Program Budget: \$ 551,412 (This figure relates specifically to the operation of the Carson clinic.)</p> <p>Funds requested/anticipated from other sources: The following breakdown relates to the total SBFHC budget of \$10,513,800</p> <p>Fees for services \$ 5,986,500 Contracts 2,969,400 Foundations and corporations 972,100 Special events 155,000 Community groups & combined funds 256,100 Individual donors 144,000 Other revenues 30,000</p>	<p>\$15,000 2.7</p> <p>% of requested funds for personnel-related costs: 97.8</p>	1500	LMC

CITYWIDE ADVISORY COMMISSION CDBG RECOMMENDATION

PY 2011-2012 Applicants	\$ Amount Requested	\$ Amount Recommended
1—Apollo West Theatre and Drama Workshop	30,000	7,500
2—Erasto R. Batongmalaque Foundation/Filipino Veterans Foundation	28,000	7,500
3—Boys and Girls Club of Carson	25,000	12,683
4—Bridges Community Economic Development Corporation	15,000	8,183
5—Carson Coordinating Council/Carson Child Guidance Program	20,600	15,183
6—The Children's Clinic	15,000	7,683
7—El Nido Family Centers	20,000	13,183
8—Gang Alternatives Program	40,000	7,683
9—Gardena-Carson Family YMCA	15,000	10,183
10—Los Angeles County Sheriff's Department Carson Gang Diversion Team	25,000	8,183
11—Milestones Family Learning Center	14,640	7,683
12—Millennium Momentum Foundation	11,875	7,500
13—National Council on Alcoholism & Drug Dependence—South Bay	19,192	7,500
14—Office of Samoan Affairs	30,000	10,683
15—Peace and Joy Care Center	35,000	13,183
16—Philippine Independence Day Foundation	16,000	7,500
17—Samoan American Senior Citizens Involvement, Inc.	20,000	8,183
18—Samoan Federation of America	10,000	7,683
19—South Bay Family Healthcare Center	15,000	10,183
Total (Amount available \$178,055)	405,307	178,062

#1

APOLLO WEST CARSON PLAYERS, INC.
BEHIND THE SCENES:
EXPLORING THE CRAFT OF CINEMATOGRAPHY

DATE: DECEMBER 16, 2010

REQUESTING AGENCY:

City of Carson
Community Development Block Grant Program

Office of the City Clerk
Carson City Hall
701 East Carson Street
Carson, California 90745

Requesting Organization:

Apollo West Theatre and Drama Workshop
426 West Carson Street, Suite 6
Carson, California 90745
310 212-7955

Marvin Clayton, Executive Director

Amount of CDBG Funds Requested for the 2011 Program Year: \$30,000

CITY OF CARSON

Community Development Block Grant – Program Year 2011

Public Service Program – Request/Application for Funding

Part One

1. Organization Name: Apollo West Theatre and Drama Workshop
2. Project/Activity Name (If different from above):
BEHIND THE SCENES: EXPLORING THE CRAFT OF CINEMATOGGRAPHY
3. Organization Address: 426 West Carson Street, Suite 6, Carson, CA 90745
4. Organization's DUNS Number: 099585617 (See Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
Occupational training, job skills and mentoring program for "at-risk" and economically disadvantaged youth
6. Location where program services are to be provided (if different from #3 above):
Program services will be provided at these locations:
 1. The Congresswoman Juanita Millender-McDonald Community Center, 801 E. Carson St., Carson, CA 90745
 2. The Apollo Academy, 426 West Carson St., Suite 6, Carson, CA 90745
7. Contact Person: Marvin Clayton Title: Executive Director
Daytime Telephone: 310 212-7955 FAX: 310 618-9416
8. Officials(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: Marvin Clayton Title: Executive Director
Name: Marvin Clayton Title: _____
9. Amount of CDBG funds requested for the 2011 Program Year: \$30,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested? 100 youth and adult participants
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested? 150 youth and adult participants
12. How many persons did your program serve during the period July 1, 2009-June 30, 2010? 7
13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011? 12
14. Have you previously received City of Carson funding? Yes No

CDBG		<u> X </u>	<u> </u>
Non-CDBG funding			
(please indicate type/source) *Corporate Sponsors/**Cultural Arts Grant		<u> X </u>	<u> </u>

15 If "yes" to any of the above, identify the amounts received from each source in the space below:

	2008-2009	2009-2010	2010-2011
CDBG	\$	\$ <u>7000.00</u>	\$30,000 (projected)
Other	\$10,000 (*Corp.) \$25,000 (**CAG)	\$16,331.33(*Corp.)	\$15,000(*Corp Projected)

***Corporate Sponsors:** Re/Max, Hawthorne Shell Oil of City of Carson, BP, The Boulevards at South Bay, Aleshire & Wynder LLP, Waste Management, Home Depot Center, Related Companies of California, Merchants Bank, Tetra Tech, Carson, California, Community Dynamics Inc. The City of Carson

Part Two

The Apollo West Theatre and Drama Workshop is a non-profit theatrical training organization, based in the city of Carson, California. Apollo West was founded in 1974 as a "Community Based Art and Educational Out-Reach Program", through the Art for Community Initiative. From its inception, Apollo West has provided the community of Carson with access to theatrical and technical (behind the camera) classroom training – reinforced with hands-on, real life experience.

The highest priority of Apollo West is to provide a safe enriched and nurturing environment for "at-risk" youth, and their families. Apollo West has translated its purpose into a clear and concise mission statement "Improve the lives of "at-risk" youth, and all community members who participate in our program."

Apollo West accomplishes its mission by introducing students to the art and craft of DVD-film making as a potential career path. By providing interesting and relevant information about opportunities, education and the skills needed for various jobs in the entertainment industry, the Apollo West program supports high school retention and prepares students for possible entry into college and/or the workforce.

Behind the Scenes: Exploring the Craft of Cinematography is designed to give students and participants the opportunity to see firsthand the job skills they will need to be successful in the entertainment industry. Students learn the technical aspects of theatre and television production. By the end of the 10 week workshop students will have filmed, edited and produced a professional DVD-film.

Cinematography is the making of lighting and camera choices when recording photographic images onto film. A creative and interpretive process, cinematography requires organizational, managerial and decision making skills. Using DVD-film as the medium of instruction, Apollo West endeavors to enhance participant skills aforementioned areas, focusing heavily on organizational and decision making skills.

Workshop participants are introduced to the fundamental tools and techniques used by cinematographers. Using a variety of hands-on exercises and training sessions, participants learn about cameras – how to choose the proper lenses and angles, camera systems, and camera movement; they are also introduced to static and dynamic lighting techniques; as well as proper composition and framing techniques. A quote from Wikipedia: "*Film is considered to be an important art form, a source of popular entertainment, and a powerful method for educating citizens.*" "Film" is more often used when considering artistic, theoretical, or technical aspects. A "DVD", is a digital reproduction of an analogue film. [http://en.wikipedia.org/wiki/Film]

The current body of research seems to suggest that it is positive programs, like *Behind the Scenes: Exploring the Craft of Cinematography*, that has the greatest long-term effect on teen behavior as compared to “didactic programs that lecture to young people. Programs that promote “skills and assets instead of preventing deficits are “more likely to

engage adolescents and to help them realize their potential and avoid negative influences.” (Moore, Kristin Anderson, Ph.D. and Zaff, Jonathan F. PH.D. “Building a Better Teenager: A Summary of “What Works” in Adolescent Development” [http://www.childtrends.org/Files/Child_Trends-2002-11-02-RB-BuildBetterTeens.pdf] May 2009) Furthermore, participation in *Behind the Scenes: Exploring the Craft of Cinematography* during the high-risk hours of 3 – 8 pm will give the youth participants something positive to do in a safe and supportive environment. Working in conjunction with the Carson Sheriffs Department, who were instrumental in networking three (3) of their participants to be students with our CDBG program.

LOOKING TOWARD THE FUTURE

Apollo West Theatre and Drama Workshop is currently considering a project that would require a public, private, government partnership. In addition, Apollo West has approached several organizations about collaborating on a city-wide project, which would include using volunteers and local municipal involvement.

Apollo West is positioned to work with the city of Carson, and/or other organizations to help deliver educational and governmental broadcast programming to the community. Apollo West believes that this opportunity also lends itself perfectly to service learning and experiential learning opportunities for Carson youth. The organization is looking at ways to expand its technical training program with a focus on educational and governmental programming and production.

Apollo West expects to create several collaborative relationships in the near future, which will allow them to increase significantly the number of youth that they are able to serve. Christine Lee represents a non-profit organization; Korean Cultural Center of Los Angeles to collaborate and consultant to help train in the filming and editing of community events. Current sponsors and funders include: Aleshire & Wynder LLP, British Petroleum, Carson Market, Community Dynamics Inc., Home Depot Center, KJLH, Merchants Bank, RE/Max Hawthorne, Related Companies of California, Shell Pipeline Company, Tetra Tech, The Boulevards at South Bay, Waste Management, and many more.

1.0 Description of how the need was determined (including any supporting data) and how the program will meet the need.

1.1 How the need was determined - A report from the U.S. Department of Education, Office of Elementary and Secondary Educations stated the 51% (most recent figure) of the students in Carson schools were “economically disadvantage.” Furthermore, the report went on to state that, “Carson High School (CHS) serves more than 3,500 students in grades 9 through 12. The school’s statistics reflect a high dropout rate and low student achievement.” (Office of Elementary and Secondary Education, U.S. Department of Education. “Small Learning Communities” [<http://slcprogram.ed.gov/cgi-bin/mysql/slcawards.cgi?l=showschool&sr=830&showprofile=yes>] May 2009) More likely to get pregnant, and more likely to experience chronic underemployment and unemployment later in life. We also know that underemployment and unemployment contributes to the “cycle of poverty.” In the United States, almost one half of children born to low income parents become low income adults (Wikipedia. “Cycle of Poverty” [<http://en.wikipedia.org/wiki/Cycle-of-poverty>] May 2009)

Earnings and unemployment for persons over 25 according to a Bureau of Labor Statistic’s report, “College graduates age 25 and over earn nearly twice as much as workers who stopped with a high school diploma. College graduates have experience growth in real earnings since 1979. In contrast, high school dropouts have seen their real earnings decline. The unemployment rate for workers who dropped out of high school is nearly four times the rate for college graduates.” (U.S. Department of Labor, “Working in the 21st Century” [<http://www.bls.gov/opub/working/page6b.htm>] May 2009)

1.2 How the program will meet the need – Based on a review of current literature, we have learned that pro-

grams, which include the following components tend to have a positive impact on academic performance, successful high school completion, contribute to a reduction in gang involvement, and teenage pregnancy.

1. Mentoring (interaction with at least "one caring adult").
2. Positive peer group relationships.
3. Vocational or job skill training.
4. Out-of school time activities.

Apollo West provides a high-quality, out-of-school time activity, which incorporates mentoring, and an opportunity for positive peer interactions, while at the same time introducing students to the entertainment industry as a career option. Research has shown that consistent participation in organized out-of-school time activities can have educational, social and emotional benefits, and may have the most positive effects for youth who are most "at-risk". "Adolescents' choices about how they spend their time out of school are related to how they do in school." (Theokas, Christina, Ph.D. and Block, Margot, B.A., "OUT-OF-SCHOOL TIME IS CRITICAL FOR CHILDREN: WHO PARTICIPATES IN PROGRAMS?" [<http://www.childtrends.org/Files/Child-Trends-2006-12-18-FS-OSTCritical.pdf>] May 2009)

2.0 Description of the target population and the setting in which it is anticipated the service will be provided.

2.1 Target Population – Apollo West will primarily target "at-risk" and economically disadvantaged youth – individuals determined to be of low or moderate income, according to the latest available data, as defined by the U. S. Department of Housing and Urban Development (HUD). (HUD USER, Police Development and Researcher's Information Service, [http://www.huduser.org/datasets/il/il2009summary.odn?inputname=METRO31100mm4480*Los+AngelesLong+Beach%2C+CA=HUD=Metro+FMR+Area&selection-type=hmfa&year=2009] May 2009)

Through its volunteer opportunities, Apollo West will also include baby boomers, retirees and college students. These participants will serve as technical advisors and/or mentors.

2.2 Setting – The Apollo West Academy offers concentrated levels of classroom and one-on-one training, as well as "real world" on the job style training for its participants and volunteers. Students are with instructors 3 days a week, and when on location, instruction increases to 4 days a week. The facility is available 7 days a week, and provides an alternative to gang related activities for Carson youth.

Understanding that teacher expectations play a major role in student mastery of skills and in the perceptions those students and all program participants, affording participants every opportunity to succeed, and thereby creating an environment where students can experience self-confidence, self-efficacy, self-worth, poise and develop greater leadership skills.

The Apollo West training workshop provides students with an opportunity to experience and develop competency in the following areas.

1. Technical and production skills in cinematography.
2. Public speaking and oration.
3. Task management and process implementation.
4. Teamwork.

3.0 Description of how your program will track and verify the income status of program beneficiaries.

3.1 Verify income status – All workshop participants are required to fill out the *Behind the Scenes: Exploring the Craft of Cinematography* program application, which includes eligibility guidelines, for participants. All applicants or the head of household, if applicant is under 18 years/younger, must include the following documents with their application:

1. A copy of their most recent tax return as proof of income.
2. A utility bill in applicant's name, or in the name of head of household.

3. If applicant is under 18 years/younger and has not yet graduated from high school, a school ID is required.
4. Or, appropriate documentation.

3.2 Track volunteer hours – In addition, all volunteers are required to fill out the volunteer information form.

All participants and volunteers are required to sign-in at the beginning of each session, and sign-out when they leave. All hours are recorded and tracked in the program sign-in log.

4.0 An example of the documentation your program will obtain from program beneficiaries to verify their income status.

Please see attached Appendix A.

5.0 Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.

5.1 Program goals and objectives – Apollo West understands that education, and job skills are two of the best deterrents against poverty, gang violence, criminal activity, and discrimination. Based on this understanding, Apollo West has set forth the following goals, focusing first and foremost on education and training of its members and participants in the technical aspects of theatre and television production.

Goal 1: Engage student in a career and goal-oriented training program.

- Objective 1 – Target and enroll 100 at-risk and or economically disadvantaged youth.
- Objective 2 – Each student participant will complete 80 hours of classroom time.
- Objective 3 – Each student participant will receive a minimum of 16 hours of hands-on experience.
- Objective 4 – Each student participant will film, edit and produced a professional DVD-film.
- Objective 5 – Each student participant will receive a certificate of completion, certifying the number of hours they completed.

Goal 2: Provide vocational and job skills training to residents.

- Objective 1 – Target and enroll 50 adult participants.
- Objective 2 – Each student participant will complete 80 hours of classroom time.
- Objective 3 – Each student participant will receive a minimum of 16 hours of hand-on experience.
- Objective 4 – Each student participant will film, edit and produce a professional DVD-film
- Objective 5 – Each student participant will receive a certificate of completion, certifying the number of hours they completed.

Goal 3: Recruit baby boomers, retirees and local university students to serve as mentors.

- Objective 1 – Target and enroll 25 volunteers to serve as mentors.
- Objective 2 – Each volunteer will contribute 40 hours they contributed during the 10 week program.
- Objective 3 – Each volunteer will receive a certificate of recognition, certifying the number of hours They contributed during the 10 week program.

Goal 4: Provide a permanent academy style facility for student and youth gatherings.

- Objective 1 – Provide a 10 week technical training workshop.

5.2 Method for evaluating performance and success – Two weeks prior to the end of the program, each student will participate in a one-on-one evaluation with staff. In addition, each student is required to complete a fully edited DVD-film project, and student portfolio. Each project will be reviewed by staff. Students will be allowed time to revise and re-edit any project that does not meet the standards set by the program director.

Program success will be determined by the number of students and volunteers that complete the 10 week program.

- Objective 1 – The program will have a 90% student completion rate.

Objective 2 – The program will have a 90% volunteer retention rate.

6.0 If your organization does not operate within the City's boundaries, please explain how your program will benefit City of Carson residents.

Apollo West Theatre and Drama Workshop operates within the city of Carson. The Apollo West administrative office

and the Academy training facility are located at:

Apollo West Theatre and Drama Workshop
426 West Carson Street, Suite 6
Carson, California 90745

The secondary training facility for the Apollo West Academy is:

801 E. Carson Street
Carson, California 90745

7.0 Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.

7.1 Brief resume of the organization – The Apollo West Theatre and Drama Workshop is a non-profit theatrical Training organization, based in the city of Carson, California. They were founded in 1974 as a "Community Based Arts and Educational Out-Reach Program", through the Arts for Community Initiative. For the past 36 years, Apollo West has provided the community of Carson with access to theatrical and technical training, as well as community developed, promoted, and produced theatrical performances. In collaboration with the Apollo West Carson Players, Apollo West Theatre and Drama Workshop spotlights the talent and work of its students through the staging of two annual theatrical productions.

7.2 Brief resume of senior staff responsible for program.

Name/Title	Experience
*Marvin Clayton, Executive Director	<ul style="list-style-type: none"> Over the 36 years of theatrical management and production Involved with production direction of dozens of major and minor productions in the Los Angeles area Received numerous grants for continuing education and vocational training Creator of the well received "Cinderella Brown" musical Founder of the musical group <i>Voices of Soul</i> Named as a KJLA/Disneyland "Proven Achiever", 1998 Community Relations Director for the Carson Friendship Children's Center Former President of the Carson-Torrance NAACP Accomplished director, actor, singer, and dancer

8.0 List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.

Organization's Officers		Local Program and Supervisory Employees	
Marvin Clayton	Executive Director	Cynthia Ashford	Treasurer/Production Manager
Belva Johnson	Chairperson	Hanan Najee Yllah	Secretary
Darryl Blaylock	Board Member	Steve Bradford	Board Member

Clover Jean Good	Board Member	Quinzy Hill	Board Member
Cliff Pruitt	Board Member	Barbara Langsford	Advisor/Consultant
Christine Lee	Advisor/Consultant	Mary Anne O'Neal	Advisor/Consultant
Rev. Cheryl Reynolds	Advisor/Consultant	Jeffrey Rowe	Advisor/Consultant

***Marvin Clayton, Executive Director (Resume)**

Belva Johnson, Chairperson

- 15 years Chairperson of the Apollo West
- Executive Assistant for Boeing Corporation in Lancaster, CA
- Teaches self-esteem workshops for the youth

Cynthia Ashford, Treasurer

- 28 years employed at Harbor General Hospital retired Accounting Executive
- 20 years Treasurer for the Apollo West
- 20 years Production Manager for the Apollo West

Hanan Najee Yllah, Secretary

- 15 years Secretary for the Apollo West
- Labor Union Auditor
- Accountant
- California Licensed Real Estate Agent
- California Notary Public

9.0 Organization by-laws or character.

Please see attached Appendix B

10.0 Federal non-profit status determination Letter (IRS Code501 © 3.

Please see attached Appendix C

11.0 State non-profit status determination letter [State Code 23701 (d).

Please see attached Appendix D

12.0 One (1) page line-item budget detailing the use of CDBG fund requested for the 2011 program year.

Please see attached Appendix E

13.0 Full line-item budget of the organization for the 2010 (current PY (including a list of funding sources your group receives).

Please see attached Appendix F

14.0 Financial statements for the previous two (2) years, including at least one year- the most recent year available of audited financial statements.

Please see attached Appendix G

**APOLLO WEST THEATRE AND DRAMA WORKSHOP
CDBG BUDGET**

Requested CDBG Funds: \$30,000

EXPENSES

Facility Rental: \$10,000

Lighting Consultant: \$3,000

Video Editing Consultant: \$3,000

Video Filming Consultant: \$2,000

Office Supplies: \$2,000

Workshop Supplies: \$2,000

Utilities: \$1,500

Lighting Workshop Manuals: \$1,500

Office Phone: \$1,000

Office Equipment Lease: \$1,000

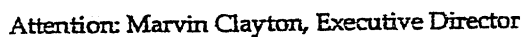
Video Equipment Lease: \$3,000

TOTAL: \$30,000

APOLLO WEST CARSON PLAYERS 2010 PROGRAM

BUDGET

EXPENSE CATEGORY:		
PERSONNEL		
Executive Director	\$3,100	\$3,100
Music Director	\$500.00	\$500.00
Choreographer	\$500	\$500
Staff Development	\$4,571.80	\$4,571.80
TOTAL EXPENSE	\$8,671.80	\$8,671.80
OPERATING EXPENSES:		
Advertising Expenses	\$210	\$210
Automotive Expenses	\$3,509.31	\$3,509.31
Bank Service Charges	\$563.42	\$563.42
Costume Expenses	\$1,335.91	\$1,335.91
Depreciation Expense	\$811.56	\$811.56
Fines, Penalties	-	-
Insurance Expenses	\$1,609.71	\$1,609.71
Liability Insurance	\$748	\$748
License & Permit	\$65	\$65
Membership Dues		
Other Expenses	\$2,223.65	\$2,223.65
Rent	\$5,025	\$5,025
Carson Community Center	-	-
Royalties	\$489.48	\$489.48
Storage Expenses	\$495	\$495
Video Project Expenses	\$900.00	\$900.00
Workshop Expenses	\$1,057.35	\$1,057.35
TOTAL OPERATING EXPENSES	\$19,043.39	\$19,043.39
OTHER COSTS:		
Box Office		
Equipment Rental	\$1,520.39	\$1,520.39
Lighting Equipment		
Sound Equipment		
Office Supplies	\$6,912.78	\$6,912.78
Payroll Taxes	\$371.45	\$371.45
Printing & Copying	\$1,842.39	\$1,842.39
Supplies	\$496.48	\$496.48
Telephone	\$2,772.18	\$2,772.18
Utilities	\$2,292.06	\$2,292.06
TOTAL OTHER COSTS	\$16,331.33	\$16,331.33



87

July 2010

Dear Applicant,

Thank you for your interest in our program. We are looking forward to an exciting 10-week session this year. To our returning students, Welcome Back. You, too, can expect new exiting opportunities.

Background

The Apollo West Theatre and Drama Workshop is funded, in part by the City of Carson under the Community Block Grant (CDBG) program. Funding for CDBG is made possible by the U.S. Department of Housing and Urban Development (HUD). As such, Apollo West follows eligibility guidelines and criteria that have been established by HUD.

HUD Requirements

The major criterion for participating in our program is household income. Please see the chart below for HUD income limits. However, we look at a range of criteria which include, but are not limited to, the following.

1. Household income
2. Youth who live in the City of Carson
3. Adults who live in the City of Carson
4. With priority given to youth, an the elderly (age 62 and above)

But, please do not let this criteria stop you from applying. Several of our students reside in other cities.

Looking Forward

I welcome you to the 2010, Apollo West Theatre and Drama Workshop. I am looking forward to meeting you on the first day of class.

Thank You,
Program Director

FY 2009 Income Limits Documentation System								
Los Angeles Long Beach, CA HUD Metro FMR Area								
FY 2009 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
50% of income	\$27,750	\$31,700	\$35,700	\$39,650	\$42,800	\$46,000	\$49,150	\$52,350
30% of income	\$16,650	\$19,050	\$21,400	\$23,800	\$25,700	\$27,600	\$29,500	\$31,400
50% of income	\$44,400	\$50,750	\$57,100	\$63,450	\$68,550	\$73,600	\$78,700	\$83,750

NOTE: Los Angeles Long Beach, CA HUD Metro FMR Area contains Los Angeles County, CA.
Income Limit areas are based on FY 2009 Fair Market Rent (FMR) areas. For a detailed account of how this area is derived, please see our associated FY 2009 Fair Market Rent documentation system.

- 1 City of Carson CDBG Program Year 2009 RFP, page 1-3.
2. HUD USER, Policy Development and Researcher's Information Service,
[http://www.huduser.org/datasets/il/il2009summary.odn?inputname=METRO31100MM4480*Los+AngelesLong+Beach%2C+CA+HUD+Metro+fmr+Area&selection_type=hmfa&year=2009].



Apollo West Theatre and Drama Workshop

426 West Carson Street, Suite 6
Carson, California 90745
310 - 212- 7955

Attention: Marvin Clayton, Executive Director

Eligibility Guidelines:

1. Your household income cannot exceed 80% of the metropolitan Los Angeles median income, adjusted for family size.
2. Priority is given to the following persons:
 - † Carson youth
 - † Carson adults: elderly (62 and above), seniors, retirees, and baby boomers
3. You must submit proof of income at the time you submit your application.
4. You must submit a *Behind the Scenes: Exploring the Craft of Cinematography* application, and it must be filled out completely. Incomplete applications will not be accepted.

Please complete the following:

Section 1: Name of parents or guardians, if applicant is under 18-years-old.

1. _____ Birth Date _____
2. _____ Birth Date _____

Section 2: List the names, ages and relationship of all persons currently residing in the home. If necessary, add an additional piece of paper to include all persons living in the home.

1. _____ Relationship _____ Birth Date _____
2. _____ Relationship _____ Birth Date _____
3. _____ Relationship _____ Birth Date _____
4. _____ Relationship _____ Birth Date _____

Section 3: To be filed out by applicant, if he or she is over 18-years-old, and/or does not live with parent(s) or guardian(s). To be filled by applicant's parent(s) and/or guardian(s). List your current employer(s).

- | Employee's Name | Company/Employer Name | Gross Monthly Income |
|-----------------|-----------------------|----------------------|
| 1. _____ | _____ | _____ |
| 2. _____ | _____ | _____ |
| 3. _____ | _____ | _____ |
| 4. _____ | _____ | _____ |

Community Development Black Grant (CDBG) Program Income Documentation Requirements

* Each box under "List Gross Monthly Income in Dollars," must be filled in with a number. If you do not have income from the source, mark "0" in the box.

SOURCE OF INCOME	LIST GROSS MONTHLY INCOME IN DOLLARS*	DOCUMENTATION (Please submit as noted below)
Salary		Copies of last 3 paychecks and Federal Income tax return, or Employment and salary documentation from and Federal Income tax returns.
SSI/SSD * supplemental Security Income /Disability		(the following information must not be older than six months) Copy of applicant's monthly award check; or Form SSA-2458 (request from local Social Security Office); or Copy of applicant's award letter; or Bank statements showing direct deposits of applicant's award check
Aid for Families with Dependant Children (AFDC)		Award letter stating the amount of applicant's benefit; or Copy of applicant's most recent check; or
General Relief		Written statement from Caseworker stating the applicant's benefit amount
Pension		• Copy of applicant's most recent pension check; or Copy of pension award letter showing monthly benefits; or Bank statement showing direct deposit of applicant's award check
Alimony		• Copy of applicant's weekly or monthly check; or Court decree establishing payments, (divorce papers); or
Child Support		Affidavit of child support signed by applicant
Unemployment Insurance		• Copy of award notice stating applicant's benefits; or Payment booklet; or Unemployment affidavit signed by applicant
Self-Employed Profits		• Account records; or Most current quarterly income tax return (not older than 6 months)
Interest from Bank Accounts and Cash Funds		• Letter from bank manager stating interest earned; or passbook; or Bank statements showing last twelve months of interest; or Most recent Federal Income tax return showing interest earned; or Investment statements indicating the amount of dividends earned
Rental Property Income		• Copy of recent rent check; or Rent receipt book; or Copy of property rental agreement signed by current tenant showing monthly Rent; or Copy of applicant's income tax return declaring earned rental income (not older than one year)
Other income not shown above LIST SOURCES		• Attach documentation to support declaration

I certify that the above statements are true. If at any time this information is found to be false or incorrect, and it is then determined that I do not qualify for the program, I understand that I am liable for all costs incurred through the program.

APPLICANT'S SIGNATURE

DATE

Student Name: _____

DVD-Film Project Completed: _____

Start Date: _____

Hours Completed: _____

End Date: _____

(Minimum Hours Required - 87)

Application Received ☐

Proof of Income ☐

Proof of Income ☐

Certificate Awarded ☐

Date _____

Date _____

Date _____

Date _____

	Date	Instructor Name	Comments and or On Location Assignments	Hours
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2				
3				
4				
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CITY OF CARSON

January 20, 2011

Mr. Marvin Clayton
Executive Director
Apollo West Theatre & Drama Workshop
426 W. Carson St
Carson, CA 90745

Dear Mr. Clayton:

An initial review of the application and proposal your program submitted to the City of Carson for 2011-2012 Community Development Block Grant (CDBG) funding indicates that the following information, materials, or explanations are needed, with comments as appropriate:

- Full line-item budget for the current (2010-2011) program year, including a listing of any other funding sources the program receives. While a current year budget was included with your proposal, the information it contained was limited to expenditures; revenue information was missing. The proposal narrative identifies a number of local businesses as providing funding support. Please indicate the level of current funding support for these sponsors, as well as identify other funding sources and amounts.
- Example(s) of the documentation your program will obtain from program beneficiaries to verify their income status. While your proposal describes the types of documentation that will be obtained and the methods used to verify that documentation, our application file will require at least one example of the type of documentation obtained. In providing such copy or copies, please be careful to conceal or obscure any information that would identify a particular individual.

It would be greatly appreciated if you could respond (in writing) with the above-requested information, materials, or explanations not later than Thursday, January 27, 2011, so that we can proceed in a timely manner in making determinations about your program. Please send your responses to me via mail at the address on this letter, or via e-mail to kbennett@carson.ca.us. Should you have questions or need additional information, you may contact me via e-mail or by telephone at (310) 233-4862.

Thank you for your consideration and attention to this matter.

Sincerely,

Keith Bennett
CDBG Coordinator

February 1, 2011

**CITY OF CARSON
ATTN.: KEITH BENNETT
CDBG COORDINATOR
1 CIVIC PLAZA DR. STE. 500
CARSON, CA 90745**

In response to your letter dated January 20, 2011, we had during our Fiscal Year Ending October 31, 2010, Unrestricted Business Donations of \$ 33, 948.42. The sources of these funds are as follows:

NAME OF BUSINESS	AMOUNT	2011 PROJECTED AMOUNT
BP	\$ 10,000.00	\$ 5,000.00
SHELL	\$ 2,500.00	\$ 2,000.00
ALESHIRE & WINDER	\$ 1,000.00	\$ 1,000.00
TETRA TECH	\$ 2,500.00	\$ 5,000.00
NETWORK INS.	\$ 1,100.00	\$ 1,100.00
THE BOULEVARD	\$ 2,000.00	\$ 1,000.00
WASTE MANAGEMENT	\$ 2,500.00	\$ 2,000.00
REMAX	\$ 500.00	\$ 2,000.00
THOMAS SANFORD	\$ 1,200.00	\$ 700.00
SOUTHBAY PAVILLION	\$ 600.00	\$ 300.00
RELATED CO. OF CALIFORNIA	\$ 5,000.00	\$ 2,000.00
COMMUNITY DYNAMICS, INC	\$ 2,000.00	\$ 1,000.00
TICKET SALES / PERSONAL DONATIONS	\$ 3,048.42	\$ 5,000.00
GRAND TOTAL	\$ 33,948.42	\$ 26,600.00

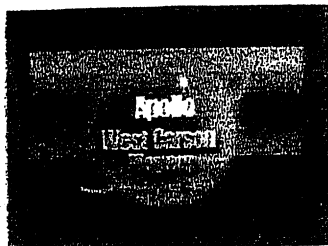
We hope this information is helpful in your consideration for the Community Development Block Grant (CDBG), and if you need further assistance please do not hesitate in contacting us at (310) 212-7955.

Sincerely

A handwritten signature in cursive script that reads "Marvin Clayton". The signature is written in dark ink and is positioned above the printed name.

Marvin Clayton

CEO/Apollo West Theatre & Drama



Apollo West Theatre and Drama Workshop

426 West Carson Street, Suite 6
Carson, California 90745
310 - 212- 7955

Attention: Marvin Clayton, Executive Director

Behind the Scenes: Exploring the Craft of Cinematography Program Application

Today's Date: 07-01-10

Contact Number: [REDACTED]

Applicant Name: [REDACTED]

Date of Birth: 05-28-1966

Grade: 12

Expected Date of Graduation: _____

School Currently Attending: [REDACTED]

Hobbies or Interest: _____

Email Address: [REDACTED]

How did you hear about our program? Please check all that apply.

TV _____ Radio _____ Newspaper _____ Flyer _____ Friend ☒

School _____ Church _____ Community Organization _____

Online social network, if so, which site? _____

Select from the list above, the two (2) best ways to contact you. Please order by preference.

1. [REDACTED] 2. E-MAIL

Program Description - BEHIND THE SCENES: EXPLORING THE CRAFT OF CINEMATOGRAPHY is a 10 week, hands-on workshop that gives students an opportunity to learn the job skills they will need to be successful in the entertainment industry. Students learn theatre and television production. By the end of ten weeks, students will have produced a professional DVD-film.

To receive their certificate of completion, students are required to attend class 3 days a week, accept at least two (2) "on location" assignments, and complete their DVD-film projects within 10 weeks.

For addition information, please call Marvin Clayton at 310-212-7955.

Please return your completed application to:

Marvin Clayton, Executive Director
426 West Carson Street, Suit 6
Carson, California 90745

Dear Applicant,

Thank you for your interest in our program. We are looking forward to an exciting 10-week session this year. To our returning students, Welcome Back. You, too, can expect new exiting opportunities.

Background

The Apollo West Theatre and Drama Workshop is funded, in part by the City of Carson under the Community Block Grant (CDBG) program. Funding for CDBG is made possible by the U.S. Department of Housing and Urban Development (HUD). As such, Apollo West follows eligibility guidelines and criteria that have been established by HUD.

HUD Requirements

The major criterion for participating in our program is household income. Please see the chart below for HUD income limits. However, we look at a range of criteria which include, but are not limited to, the following.

1. Household income
2. Residents who live in the City of Carson
3. Adults who live in the City of Carson
4. With priority given to youth, and the elderly (age 62 and above)

But, please do not let this criteria stop you from applying. Several of our students reside in other cities.

Looking Forward

I welcome you to the 2010, Apollo West Theatre and Drama Workshop. I am looking forward to meeting you on the first day of class.

Thank You,
Program Director

FY 2009 Income Limits Documentation System								
Los Angeles Long Beach, CA HUD Metro FMR Area								
FY 2009 Income Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
50% of income	\$27,750	\$31,700	\$35,700	\$39,650	\$42,800	\$46,000	\$49,150	\$52,350
30% of income	\$16,650	\$19,050	\$21,400	\$23,800	\$25,700	\$27,600	\$29,500	\$31,400
50% of income	\$44,400	\$50,750	\$57,100	\$63,450	\$68,550	\$73,650	\$78,750	\$83,850

NOTE: Los Angeles Long Beach, CA HUD Metro FMR Area contains Los Angeles County, CA.
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- 1 City of Carson CDBG Program Year 2009 RFP, page 1-3.
2. HUD USER, Policy Development and Researcher's Information Service,
[http://www.huduser.org/datasets/il/il2009summary.odn?inputname=METRO31100MM4480*Los+AngelesLong+Beach%2C+CA+HUD+Metro+fmr+Area&selection_type=hmfa&year=2009].

Apollo West Theatre and Drama Workshop

426 West Carson Street, Suite 6
Carson, California 90745
310 - 212- 7955

Attention: Marvin Clayton, Executive Director

Eligibility Guidelines:

1. Your household income cannot exceed 80% of the metropolitan Los Angeles median income, adjusted for family size.
2. Priority is given to the following persons:
 - † Carson youth
 - † Carson adults: elderly (62 and above), seniors, retirees, and baby boomers
3. You must submit proof of income at the time you submit your application.
4. You must submit a *Behind the Scenes: Exploring the Craft of Cinematography* application, and it must be filled out completely. Incomplete applications will not be accepted.

Please complete the following:

Section 1: Name of parents or guardians, if applicant is under 18-years-old.

- | | |
|----------|------------------|
| 1. _____ | Birth Date _____ |
| 2. _____ | Birth Date _____ |

Section 2: List the names, ages and relationship of all persons currently residing in the home. If necessary, add an additional piece of paper to include all persons living in the home.

- | | | |
|---------------|------------------------------|----------------------------|
| 1. [REDACTED] | Relationship <u>DAUGHTER</u> | Birth Date <u>01-17-95</u> |
| 2. [REDACTED] | Relationship <u>SON</u> | Birth Date <u>01-11-97</u> |
| 3. [REDACTED] | Relationship <u>SON</u> | Birth Date <u>08-30-08</u> |
| 4. [REDACTED] | Relationship <u>WIFE</u> | Birth Date <u>08-25-68</u> |

Section 3: To be filed out by applicant, if he or she is over 18-years-old, and/or does not live with parent(s) or guardian(s). To be filled by applicant's parent(s) and/or guardian(s). List your current employer(s).

- | Employee's Name | Company/Employer Name | Gross Monthly Income |
|-----------------|------------------------|----------------------|
| 1. [REDACTED] | <u>PACIFIC GATEWAY</u> | <u>\$1,402.64</u> |
| 2. _____ | _____ | _____ |
| 3. _____ | _____ | _____ |
| 4. _____ | _____ | _____ |

Community Development Black Grant (CDBG) Program Income Documentation Requirements

* Each box under "List Gross Monthly Income in Dollars," must be filled in with a number. If you do not have income from the source, mark "0" in the box.

SOURCE OF INCOME	LIST GROSS MONTHLY INCOME IN DOLLARS*	DOCUMENTATION (Please submit as noted below)
Salary	\$1,402.64	Copies of last 3 paychecks and Federal Income tax return, or Employment and salary documentation from and Federal Income tax returns.
SSI/SSD * supplemental Security Income /Disability		(the following information must not be older than six months) Copy of applicant's monthly award check; or Form SSA-2458 (request from local Social Security Office); or Copy of applicant's award letter; or Bank statements showing direct deposits of applicant's award check
Aid for Families with Dependant Children (AFDC)		Award letter stating the amount of applicant's benefit; or Copy of applicant's most recent check; or Written statement from Caseworker stating the applicant's benefit amount
General Relief		
Pension		• Copy of applicant's most recent pension check; or Copy of pension award letter showing monthly benefits; or Bank statement showing direct deposit of applicant's award check
Alimony		• Copy of applicant's weekly or monthly check; or Court decree establishing payments, (divorce papers); or Affidavit of child support signed by applicant
Child Support		
Unemployment Insurance		• Copy of award notice stating applicant's benefits; or Payment booklet; or Unemployment affidavit signed by applicant
Self-Employed Profits		• Account records; or Most current quarterly income tax return (not older than 6 months)
Interest from Bank Accounts and Cash Funds		• Letter from bank manager stating interest earned; or passbook; or Bank statements showing last twelve months of interest; or Most recent Federal Income tax return showing interest earned; or Investment statements indicating the amount of dividends earned
Rental Property Income		• Copy of recent rent check; or Rent receipt book; or Copy of property rental agreement signed by current tenant showing monthly Rent; or Copy of applicant's income tax return declaring earned rental income (not older than one year)
Other Income not shown above LIST SOURCES		• Attach documentation to support declaration

I certify that the above statements are true. If at any time this information is found to be false or incorrect, and it is then determined that I do not qualify for the program, I understand that I am liable for all costs incurred through the program.

APPLICANT'S SIGNATURE

07-01-10

DATE

Program Name: APOLLO WEST CARSON PLAYERS THEATRE AND DANCE WORKSHOP

2010 CDBG BENEFICIARY QUALIFICATIONS STATEMENT

This statement must be completed and signed by each person or head of household (legal guardian) receiving benefits from the described project/activity. Please answer each of the following questions.

- How many persons are in your household?
For this question, a household is a group of related or unrelated persons occupying the same house with at least one member being the head of the household. Renters, roomers, or boarders cannot be included as household members.
(Note that a list of the 2010 income categories are presented below. Please calculate the combined gross annual income of all persons living in your household from all sources of income).
- CIRCLE your combined gross annual income

Los Angeles County, California

FY 2010 Income Limit Area	Median Income	FY 2010 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
		Very Low (50%) Income Limits	\$29,000	\$33,150	\$37,300	\$41,400	\$44,750	\$48,050	\$51,350	\$54,650
Los Angeles County	\$63,000	Extremely Low (30%) Income Limits	\$17,400	\$19,900	\$22,400	\$24,850	\$26,850	\$28,850	\$30,850	\$32,850
		Low (80%) Income Limits	\$46,400	\$53,000	\$59,650	\$66,250	\$71,550	\$76,850	\$82,150	\$87,450

- (Per HUD regulations effective FY 2006) You may identify both a Race and a Hispanic Ethnicity. This information is confidential and is only used for government reporting purposes to monitor compliance with equal opportunity laws. Please note that self-identification of race/ethnicity is voluntary. Do you identify yourself as: (Please check which applies)

RACE:

<input type="checkbox"/> White	<input type="checkbox"/> Hispanic/Black African American
<input type="checkbox"/> Black/African American	<input type="checkbox"/> Hispanic/Asian
<input type="checkbox"/> Asian	<input type="checkbox"/> Hispanic/American Indian/Alaskan Native
<input type="checkbox"/> American Indian/Alaskan Native	<input type="checkbox"/> Hispanic/Native Hawaiian/Other Pacific Islander
<input type="checkbox"/> Native Hawaiian/Other Pacific Islander	<input type="checkbox"/> Hispanic/American Indian/Alaskan Native & White
<input type="checkbox"/> American Indian/Alaskan Native & White	<input type="checkbox"/> Hispanic/Asian & White
<input type="checkbox"/> Asian & White	<input type="checkbox"/> Hispanic/Black/African American & White
<input type="checkbox"/> Black/African American & White	<input type="checkbox"/> Hispanic/American Indian/Alaskan Native & Black/African American
<input type="checkbox"/> Am. Indian/Alaskan Native & Black/African Am	<input type="checkbox"/> Other Multi-Racial
<input type="checkbox"/> Other Multi-Racial	
<input checked="" type="checkbox"/> HISPANIC/LATINO ETHNICITY?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<input type="checkbox"/> Yes, Cuban	
<input type="checkbox"/> Yes, Other Hispanic	

- Please CHECK, yes or no, if FEMALE HEAD OF HOUSEHOLD ☐ Yes ☒ No

ACKNOWLEDGEMENT AND DISCLAIMER

I CERTIFY UNDER PENALTY OF PERJURY THAT THE INCOME AND HOUSEHOLD STATEMENT MADE ON THIS FORM ARE TRUE.

Print Name: <u>[REDACTED]</u>	DATE: <u>Aug. 1 - 2010</u>
ADDRESS: <u>[REDACTED] CA</u>	PHONE NO: <u>[REDACTED]</u>
SIGNATURE: <u>[REDACTED]</u>	Agency Approval: <u>[REDACTED]</u>

CDBG PUBLIC SERVICE INTAKE FORM

NAME: [REDACTED]	
ADDRESS: [REDACTED]	
CITY: [REDACTED]	ZIP: [REDACTED]
AGE: 44	DATE OF BIRTH: 05-28-1966

1. Head of Household: ☒ Male ☐ Female
2. Disabled: ☐ Yes ☒ No
3. Number in Household: 5
4. List all members of your household and their relationship to you:

[REDACTED] (WIFE)

[REDACTED] (Daughter)

[REDACTED] (Son)

[REDACTED] (Son)

5. Please circle your household size and circle your annual income level (from all sources):

Los Angeles County, California										
FY 2010 Income Limit Area	Median Income	FY 2010 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Los Angeles County	\$63,000	Very Low (50%) Income Limits	\$29,000	\$33,150	\$37,300	\$41,400	\$44,750	\$48,050	\$51,350	\$54,650
		Extremely Low (30%) Income Limits	\$17,400	\$19,900	\$22,400	\$24,850	\$26,850	\$28,850	\$30,850	\$32,850
		Low (80%) Income Limits	\$46,400	\$53,000	\$59,650	\$66,250	\$71,550	\$76,850	\$82,150	\$87,450

6. Ethnic Background: ☒ Hispanic { } Non-Hispanic
7. Racial Background (Check One):

White	American Indian/Alaskan Native & White
Black/African American	American Indian/Alaskan Native & Black
Asian	Asian & White
American Indian/Alaskan Native	Black & White
Native Hawaiian/Pacific Islander	Other Multi-Racial

Under the penalty of perjury, I certify that the above information is true and correct.

Applicant's Signature: [Signature]	Date: 07-01-10
Agency's Approval: Morris Clayton	Date:

Program Name: Apollo West Carson Players Theatre and Drama Workshop

2010 CDBG BENEFICIARY QUALIFICATIONS STATEMENT

This statement must be completed and signed by each person or head of household (legal guardian) receiving benefits from the described project/activity. Please answer each of the following questions.

1. 5 How many persons are in your household?
For this question, a household is a group of related or unrelated persons occupying the same house with at least one member being the head of the household. Renters, roomers, or boarders cannot be included as household members.
- (Note that a list of the 2010 Income categories are presented below. Please calculate the combined gross annual income of all persons living in your household from all sources of income).

2. CIRCLE your combined gross annual income

Los Angeles County, California

FY 2010 Income Limit Area	Median Income	FY 2010 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
		<u>Very Low (5%) Income Limits</u>	\$29,000	\$33,150	\$37,300	\$41,400	\$44,750	\$48,050	\$51,350	\$54,650
Los Angeles County	\$63,000	<u>Extremely Low (30%) Income Limits</u>	\$17,400	\$19,900	\$22,400	\$24,850	<u>\$25,850</u>	\$28,850	\$30,850	\$32,850
		<u>Low (80%) Income Limits</u>	\$46,400	\$53,000	\$59,650	\$66,250	\$71,550	\$76,850	\$82,150	\$87,450

3. (Per HUD regulations effective FY 2006) You may identify both a Race and a Hispanic Ethnicity. This information is confidential and is only used for government reporting purposes to monitor compliance with equal opportunity laws. Please note that self-identification of race/ethnicity is voluntary. Do you identify yourself as: (Please check which applies)

RACE:		<input type="checkbox"/> White	<input type="checkbox"/> Hispanic/Black African American
<input type="checkbox"/> Black/African American	<input type="checkbox"/> Hispanic/Asian	<input type="checkbox"/> American Indian/Alaskan Native	<input type="checkbox"/> Hispanic/American Indian/Alaskan Native
<input type="checkbox"/> Asian	<input type="checkbox"/> Hispanic/Native Hawaiian/Other Pacific Islander	<input type="checkbox"/> American Indian/Alaskan Native & White	<input type="checkbox"/> Hispanic/American Indian/Alaskan Native & White
<input type="checkbox"/> Native Hawaiian/Other Pacific Islander	<input type="checkbox"/> Hispanic/Asian & White	<input type="checkbox"/> Asian & White	<input type="checkbox"/> Hispanic/Black/African American & White
<input type="checkbox"/> American Indian/Alaskan Native & White	<input type="checkbox"/> Hispanic/American Indian/Alaskan Native & Black/African American	<input type="checkbox"/> Black/African American & White	<input type="checkbox"/> Other Multi-Racial
<input type="checkbox"/> Asian & White	<input type="checkbox"/> Other Multi-Racial	<input type="checkbox"/> Am. Indian/Alaskan Native & Black/African Am	
<input type="checkbox"/> Black/African American & White		<input type="checkbox"/> Asian/Pacific Islander	
<input type="checkbox"/> Am. Indian/Alaskan Native & Black/African Am		<input type="checkbox"/> Hispanic/White	

HISPANIC/LATINO ETHNICITY?

<input type="checkbox"/> Yes, Mexican/Chicano	<input type="checkbox"/> Yes, Cuban
<input type="checkbox"/> Yes, Puerto Rican	<input type="checkbox"/> Yes, Other Hispanic

YES ☒ NO ☐

GUATEMALA

Please CHECK, yes or no, if FEMALE HEAD OF HOUSEHOLD

☐ Yes ☒ No

4. ACKNOWLEDGEMENT AND DISCLAIMER
I CERTIFY UNDER PENALTY OF PERJURY THAT THE INCOME AND HOUSEHOLD STATEMENT MADE ON THIS FORM ARE TRUE

Print Name: <u>[REDACTED]</u>	DATE: <u>07-01-10</u>
ADDRESS: <u>[REDACTED]</u>	PHONE NO: <u>[REDACTED]</u>
SIGNATURE: <u>[REDACTED]</u>	Agency Approval: <u>[Signature]</u>

FOLD AND REMOVE

PERSONAL AND CHECK INFORMATION



Soc Sec #: XXX-XX-XXXX Employee ID: 996803
Hire Date: 05/11/10

Status:

Filing Status:

Federal: Married, 0

State: CA, Married, 0

Br/Dept: 541/843

Pay Period: 05/15/10 to 05/28/10

Check Date: 06/11/10 Check #: 2578043972

NET PAY ALLOCATIONS

DESCRIPTION	CURRENT (\$)	YTD (\$)
Check Amount	701.32	996.84
Net Pay	701.32	996.84

FOLD AND REMOVE

EARNINGS

DESCRIPTION	HOURS	RATE	CURRENT (\$)	YTD HOURS	YTD (\$)
REGULAR	80.00	10.0000	800.00	112.00	1120.00
GROSS	80.00		800.00	112.00	1120.00

WITHHOLDINGS

DESCRIPTION	CURRENT (\$)	YTD (\$)
FEDERAL W/H	27.12	27.12
OASDI	49.60	89.44
MEDICARE	11.60	16.24
STATE W/H CA	10.36	10.36
TOTAL	98.68	123.16

NET PAY

CURRENT (\$)	YTD (\$)
701.32	996.84

Payroll by Paychex, Inc.

0430-7837 SOUTHBAY WIC

CITY OF HAWTHORNE 11539 HAWTHORNE BLVD., STE 500 HAWTHORNE, CA 90250



CITY OF CARSON

#2

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: ERASTO R. BATONGMALAQUE Fdn
2. Project/Activity Name: (1) SENIOR Assessment Center Survey
(If different from above) (2) Food Bank Program (3) Senior Coalition
(4) Live Longer + Better Club (5) Volunteer Corps
3. Organization Address: 23247 So. Main St., Carson CA 90745
4. Organization's DUNS Number: 884836482 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
see packet.
6. Location where program services are to be provided (if different from #3 above):
ERBF OFFICE
also at the Carson Community Center
7. Contact Person: DR. JENNY BATONGMALAQUE Title: Executive Director
Daytime Telephone: 310-835-8365 FAX: 310-830-0210 E-Mail: Jrjennib@erbf-foundation.org
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: Dr. Jennyl. Batongmalague Title: Exec. Director
Name: _____ Title: _____
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 28,000.00
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
200
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
100%

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

30 only.

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

1100

14. Have you previously received City of Carson funding?

Yes No

CDBG

✓

Non-CDBG funding

(please indicate type/source)

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$ <u>0</u>	\$ <u>0</u>	\$ <u>7,000 (expected grant)</u>
Other	\$	\$	\$

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

See packet

- ☒ Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ Description of how your program will track and verify the income status of program beneficiaries.
- ☒ An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☒ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☒ Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☒ List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ Organization by-laws or charter.
- ☒ Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☒ State non-profit status determination letter [State Code 23701 (d)].

- ☒ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☒ Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☒ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**



Erasto R. Batongmalaque Foundation



SENIOR ASSESSMENT CENTER

23247 S. Main St., Carson, CA 90745

Tel: (310) 835- 8365

Fax: 310-835-3529

www.1sac.org

Mission: To improve the quality of life of the disadvantaged mature individuals as they advance in years, to promote wellness, and to preserve their legacy.

Dec. 16, 2010

TO: Office of the City Clerk
Carson City Hall
701 E. Carson St., Carson, CA 90745

From: Dr. Jenny L. Batongmalaque
Executive Director
Erasto R. Batongmalaque/Senior Assessment Center

Community Development Block Grant---
Program Year 2011 (July 1, 2011-June 30, 2012)
Public Service Programs---Request/Application for Funding

Part One

1. Organization Name: ERASTO R. BATONGMALAQUE
FOUNDATION/SENIOR ASSESSMENT CENTER
2. Project/Activity Name:
 - Senior Assessment Center Surveys
 - Food Bank Program

- Senior Coalition Town Hall Meetings
- Live Longer and Better Club
- Volunteer Corps

3. Organization Address: 23247 So. Main Street, Carson, CA 90745

4. Organization's DUNS Number: 884836482

5. Brief Description of Projects:

NOTE: The following programs are open to ALL who qualify for federally-funded programs:

- A. **Senior Assessment Center Program** conducts an on-going Needs Survey, complying alongside the CDBG required survey to get the re-imbursable grant. The SAC conducts its own matching program of referring Needs to available Resources the qualified beneficiary can avail of. A referral service is provided when the need arises. A case management on file is kept current at all times.
- B. **Food Bank Program** is conducted every 2nd Monday of the month at the Carson Civic Center, from 9 AM to 12 Noon. Since its inception on February, 2010, 1,250 availed of the Food Bank distribution. About 200 more new applicants are waiting for the next appropriated food distribution from the USDA. On February, 2011, an open enrollment will be announced. 97% of the recipients are from Carson. Qualifying for this program, one must be 60 years and over, And show proof of low income. For a single individual, income should be no more than \$1,174 and for a couple, \$ 1,579.
- C. **Senior Coalition Town Hall Meetings**, is held every 3rd Monday of the Month from 9 AM to 2 PM, at the Carson Community Senior Center. It is open to all ages and walks of life, whose concern or interest is in the advancement of the disadvantaged senior in the community. As an offshoot to the Food Bank Program, the Senior Coalition was started in June, 2010, which started as a Mayor's Town Hall Meeting, where seniors who have pressing needs such as health issues, affordable housing, helping hands, and advocacy have been expressed by the attendees. The City Mayor, its council members and the commissioners have interacted with the seniors to identify the needs and match with programs offered by the City. When none are available, ways and means have become the challenge to search for solutions within the community.

The L.A. Care Health Plan, followed by the American Heart Association has contributed in providing an hour-and-a-half health in motion, which includes health education, exercises, line dancing, and cooking demonstrations for healthy eating.

D. **Live Longer and Better** Club is a membership organization supporting the Senior Assessment Center and the Senior Coalition. They meet on the last Saturday of the month for a Pot Luck. It is a Tent event at the E.R.B. Foundation parking lot. The birthday celebrants of the month are being honored and recognition of its members is key to getting the group well bonded. It is open to all from 18 to older. Their goal is to improve their quality of lives by being active, involved, engaged and entertained. They do fund-raising from yard sales, dinner dances or field trips. They aim for total independence instead of going into assisted living facilities, for as long as they can.

E. **VOLUNTEER CORPS:** are growing in numbers. They are 18 and older. They attend a weekly meeting for orientation, training and operative management of programs. Their hours are credited to earn a pinning investiture and recognition awards ceremony by the year's end. They promote the mission of the E.R.B. Foundation and are the backbone of the entire program offered by the Foundation in community development.

6. There are two locations where programs are being conducted:
- E.R.B. Foundation/ Senior Assessment Center at 23247 So. Main St., Carson, CA 90745: for the surveys, pot luck, volunteer training and operations.
 - Carson Community Senior Center, Dominguez Hall
801 E. Carson St., Carson, CA 90745 for the two successive Mondays a month, Food Bank and Carson Senior Coalition Meetings.

7. Contact Person: Dr. Jenny L. Batongmalaque, M.D.
Executive Director E.R.B.F.
Daytime Tel: 310-835-8365, 310-830-4561
FAX: 310-830-0210
e-mail: drjennyb@erabfoundation.org
www.1sac.org

8. TO SIGN contracts:

JENNY L. BATONGMALAQUE, M.D. - Executive Director, ERBF

9. Amount Requested: for 2011 Program Year: \$28,000.00
10. We anticipate to include 200 unduplicated Carson residents to serve in 2011 Program Year.
11. We anticipate serving 1,000 Carson residents in 2011 using the CDBG funds requested.
12. None served in July 1, 2009 – June 30, 2010 except for regular members of the ERBF which number 30.
13. We have served 50 unduplicated Carson residents in July 1, 2010- and anticipate 50 more in Jan. – June 30, 2011.
14. We were granted by CDBG funding for the year 2010-2011.
Matched by Donations and Fund-Raising:
- 15.
- | | |
|------------------------|-------------|
| | 2010 -2011 |
| CDBG | \$ 7,000.00 |
| Donations/Fund-Raising | 7,000.00 |

Part Two

☐ **Description of how the need is determined.**

NEEDS SURVEY: See **Exhibit A:** Each Question leads to a response answerable by Yes or No. Positive answers will lead to a more in-depth questioning of the level of need, from urgent to occasionally. The urgent matters are referred to the Executive Director who will act on it as needed. The need will be referred to the appropriate agency, or service provider is available. We encourage the respondent to join Carson Senior Coalition Town Hall meetings to be informed, educated and engaged in matters that concern him or her.

☐ **Description of the target population and the setting in which it is anticipated that the service will be provided:**

The FOOD BANK Program, held every 2nd Monday of the month, identifies as its beneficiaries, anyone who is 60 years and over and low-income. One has to show proof of age, and proof of income in order to qualify for the program. From this program, we identify the disadvantaged seniors and encourage them to join the: **Carson Senior Coalition Town Hall Meetings, held every 3rd Monday of the month,** to be informed, educated and engaged. See **Exhibit B,** the News Article of **Asian Journal,** November 24, 2010.

- ☐ **Description of how to track and verify income status of program beneficiaries:**
Every respondent to a survey has a case management file. A periodic interview such as a 3 month check-up is documented, showing whether needs have been met or more urgent matters have surfaced. The income status is being asked in every interview.
- ☐ **Example of income verification.** See **Exhibit C.** a bank statement or a social security annual verification statement.
- ☐ **Description of Program goals and objectives are as follows:**
- A. **FOOD BANK Program:** Goal – to enroll all qualified seniors in Carson
Objectives: to identify the demographics of the recipients according to age groups and residence. This will help in evaluating their qualification to other federally-funded programs. See **Exhibit D.**
 - B. **CARSON SENIOR COALITION Town Hall meeting:** Goals: and objectives: to promote information, and education of seniors, in matters of importance to them like health, housing, helping hands, hospitality and heritage. Periodic visits assist the Evaluation process.
 - C. **Live Longer and Better Club** – is a membership association. Goals and objectives: to support the programs held at the Senior Assessment Center. To raise funds, To have recreation and entertainment, while doing so, in improving one's quality of life.
 - D. **Volunteer Corps** - Goals and objectives: to train, recruit and manage volunteers for the above programs. Positioning the Volunteer to learn skills in caregiving to assist the frail elderly.
- ☐ **All programs operate in the City of Carson.**
- ☐ **Expertise of the Erasto R. Batongmalaque Foundation:** Community organization and delivery of direct services spans a period of forty years. Dr. Jenny L. Batongmalaque, Executive Director and Founder, has been involved in community action services since 1970,
- 1970 -1979: an innovative program, a Medical-Dental Mobile Free Clinic, was offered by the Filipino Community Action Services founded by Dr. Jenny started in 1971 at the Filipino Town, Los Angeles. It targeted the newly-arrived immigrants who did not have health insurance. It lasted for 10 years.
 - 1986, the AMOMA Foundation, was founded by Dr. Jenny as a medical mission servicing destitute toddlers in barrios in the Philippines. This became a yearly mission until 1989.
 - 1995 – to present: the Erasto R. Batongmalaque Foundation was founded by the sons and daughter of its namesake after his demise, to

gather the Filipino WWII Veterans in South Bay and Los Angeles County.

It was approved for a 501-(c) 3, tax-exempt organization in 2002, in a letter of determination, and was given the same exemption for its two DBA's: the Filipino Veterans Foundation and the Senior Assessment Center. It was approved as a public charitable organization in 2008.

Currently, the Senior Staff of the E.R.B. Foundation are: volunteers from the medical professions, professional consultants in legal, accounting and community management. The volunteer Corps is open to anyone 18 or over who has the willingness to be an advocate to address the needs of disadvantaged seniors in the community we serve.

☐ **Board of Directors:**

Lilia Ramos, RN – Chairman of the Board – CEO of Greater So. Bay Home Health
 Marcy Ines – Member – Commissioner of City Wide Commission in Carson
 Dr. Calinica Semense – Member, retired medical practitioner
 Leo Beligan – Member – retired supervisor in Social Security Administration
 Rudy Manag – Member - accountant
 Dr. Jenny Batongmalaque – Executive Director, practicing geriatrician in Carson,
 Charlie Batongmalaque – CEO of ERBF, management and business administration

☐ **Articles of Incorporation and By-Laws – See Exhibit E.**

☐ **Federal Non-profit status determination letter: IRS 501 (c) 3. See Exhibit F.**

☐ **One page Line Item Budget for the use of CDBG funds requested for the 2011 program year**

	CDBG:	Fund-raising/Donation Goals:
--	--------------	-------------------------------------

Rentable Venues for Events/Program	-0-	25,000.00
Partial Rent	7,000.00	10,000.00
2 Part Time Staff (2011PY)	18,000.00	
1 FTE	-0-	20,000.00
Executive Director		25,000.00
Consultant		15,000.00
Utilities	1,000.00	1,000.00
Printing/Ads	1,000.00	4,000.00
Office Supplies	1,000.00	

TOTAL:	\$ 28,000.00	\$ 100,000.00
---------------	---------------------	----------------------

☐ **Full line-item budget of ERBF for the 2010 current PY (Including a listing of funding sources)**

	CDBG Grant:	Donations:
Rentable Venues for Events	\$ 1,000.00	\$ 500.00
Partial Rent	500.00	13,000.00
2 Part Time Staff (2010)	3,000.00	VOLUNTEER



Utilities	500.00	500.00
Printing/Documentation	1,000.00	500.00
Program/Office Supplies	1,000.00	500.00
TOTAL:	\$ 7,000.00	\$ 15,000.00

☐ **Financial statements for the previous two years, including at least one year.**

Submitted by:

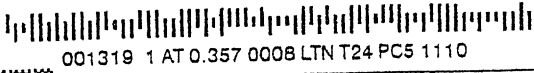
Jenny L. Batongmalaue MD

Executive Director

Erasto R. Batongmalaue Foundation/ Senior Assessment Center

Social Security Administration
Retirement, Survivors and Disability Insurance
Important Information

Western Program Service Center
P.O. Box 2000
Richmond, California 94802-1791
Date: November 17, 2010
Claim Number: 554-02-0358D



CARSON CA 90745-3214

PROOF of Income

As you requested, beginning November 2010 any Social Security payments will be sent to

- the financial institution you selected; or
- the new account you selected at the same financial institution.

In order for us to send letters to you, please let us know if your address changes.

What We Will Pay And When

- You will receive \$1,698.00 for November 2010 around December 15, 2010.
- After that you will receive \$1,698.00 on or about the third Wednesday of each month.

If You Change Your Account

Please tell us if you change the financial institution or account where your payments are going. Also, you should keep the old account open until the first benefit payment is credited to your new account. It usually takes 1 to 2 months to process the change.



Bank of America



0467 P P
E0-3

CD 09/16 1 0000 220 1 492 017298 #001 AV 0.335

**Your Bank of America
MyAccess Checking
Statement**

Statement Period:
August 11 through September 9, 2010

Account Number: 04677-08032

At Your Service
Call: 310.884.1870

Written Inquiries
Bank of America
Carson Branch
PO Box 37176
San Francisco, CA 94137-0176

Customer since 1993
Bank of America appreciates your
business and we enjoy serving you.

Our free Online Banking service allows you to check balances, track account activity, pay bills and more. With Online Banking you can also view up to 18 months of this statement online and even turn off delivery of your paper statement. Enroll at www.bankofamerica.com.

☐ **Summary of Your MyAccess Checking Account**

Beginning Balance on 08/11/10	\$207.60
Total Deposits	+ 1,665.80
Total Checks, Withdrawals, Transfers, Account Fees	- 1,595.21
Ending Balance	\$278.19

Number of ATM withdrawals and transfers	0
Number of purchase transactions	2
Number of 24 Hour Customer Service Calls	0
Self-Service	0
Assisted	0

☐ **Important Information About Your Account**

Help avoid Overdraft & NSF: Returned Item fees. Use Alerts to get messages by email or text to inform you when your balance is low. Use Overdraft Protection to transfer available funds from linked savings, credit card, or credit line to your checking account to help cover items that would overdraw your account. Call us for details.

☐ **Branch/ATM Deposits**

Number	Date Posted	Amount
	09/07	\$300.00

☐ **Account Activity**

Date Posted	Description	Reference Number	Amount
09/01	Deposits and Credits US Treasury 310x DES:SUPP SEC ID:Xxxxx8482 SSI INON:Felisa A Lorenzo Co ID:3101736121 PPD Ref:010238010564636		\$672.90
09/01	US Treasury 310x DES:SUPP SEC ID:Xxxxx8494 SSI INDN:Alfredo H Lorenzo Co ID:3101736121 PPD Ref:010238010564637		692.90

**Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012)
Public Service Programs—Request/Application for Funding**

Part One

1. Organization Name: Boys & Girls Clubs of Carson
2. Project/Activity Name: After School Program Enhancement Project
3. Organization Address: 1950 E. 220th Street, Suite 102, Long Beach CA 90801
4. Organization's DUNS Number: 847790573
5. Brief description of project:

The Boys & Girls Clubs of Carson's (BGCC) After School Program Enhancement Project will provide comprehensive after school programs to over 150 youth from the BGCC's four Club sites throughout the City of Carson, California to help expand economic opportunities for youth. The BGCC will enhance our after school programming with additional mentoring, college preparation, career exploration, STEM (science, technology, engineering, and math) programming, financial literacy programming, health and fitness programs, and the expansion of our newly created AIM (Achievement In Middle School) Program. These programs will help expand economic opportunities of the youth we serve, which predominantly come from households with low to moderate income.

6. Location where program services are to be provided (if different from #3 above):

The BGCC will provide program services at its Main Street Club (21502 Main Street, Carson, CA 90745) and after school at its three school sites - Bonita Street Elementary School, Towne Avenue Elementary School, and Carson High School, and twice a week at Stephen White Middle School and Andrew Carnegie Middle School.

7. Contact Person: Kim Richards Title: Executive Director

Daytime Telephone: (310) 522-0500 FAX: (310) 522-0505 E-Mail: KRichards@bgccarson.org

8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):

Name: Kim Richards Title: Executive Director

Name: _____ Title: _____

9. Amount of CDBG funds requested for the 2011 Program Year: \$25,000.00

10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
150
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
2,000
12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?
2,100 total and 498 daily
13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?
400 unduplicated youth
14. Have you previously received City of Carson funding? Yes No
CDBG X
Non-CDBG funding
(please indicate type/source) LAUSD, OJP, Private Foundations, United Way
15. If "yes" to any of the above, identify the amounts received from each source in the space below:
- | | <u>2008-2009</u> | <u>2009-2010</u> | <u>2010-2011</u> |
|-------|------------------|------------------|------------------|
| CDBG | \$17,500 | \$0 | \$14,000 |
| Other | \$1,226,396 | \$1,055,345 | \$186,187 (YTD) |

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☐ Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☐ Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☐ Description of how your program will track and verify the income status of program beneficiaries.
- ☐ An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☐ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☐ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☐ Brief resume noting the expertise or background of the organization (including how long the

- organization has been in existence) and of the senior staff responsible for the program.
- [] List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
 - [] Organization by-laws or charter.
 - [] Federal non-profit status determination letter [IRS Code 501 (c) (3)].
 - [] State non-profit status determination letter [State Code 23701 (d)].
 - [] One (1) page line-item budget detailing the use of CDBG funds requested for the 2009 program year.
 - [] Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
 - [] Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**



**BOYS & GIRLS CLUBS
OF CARSON**

1950 E. 220th Street, Suite 102
Long Beach, CA 90810
(310) 522-0500
(310) 522-0505 (Fax)
www.bgccarson.org
Tax I.D. No. 33-0475452

Officers:

President:
Susan Moulton
Waste Management

President-Elect:
Roger von Ting*
Watson Land Company

Secretary:
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Watson Land Company

Tamala Lewis
Home Depot Center Foundation

James McHale
Pacific Resource Credit Union

Executive Director:

Kim Richards

* Denotes Past President

December 15, 2010

Mr. Keith Bennett
CDBG Coordinator
1 Civic Plaza Drive, Suite 500
Carson, California 90745

Dear Mr. Bennett:

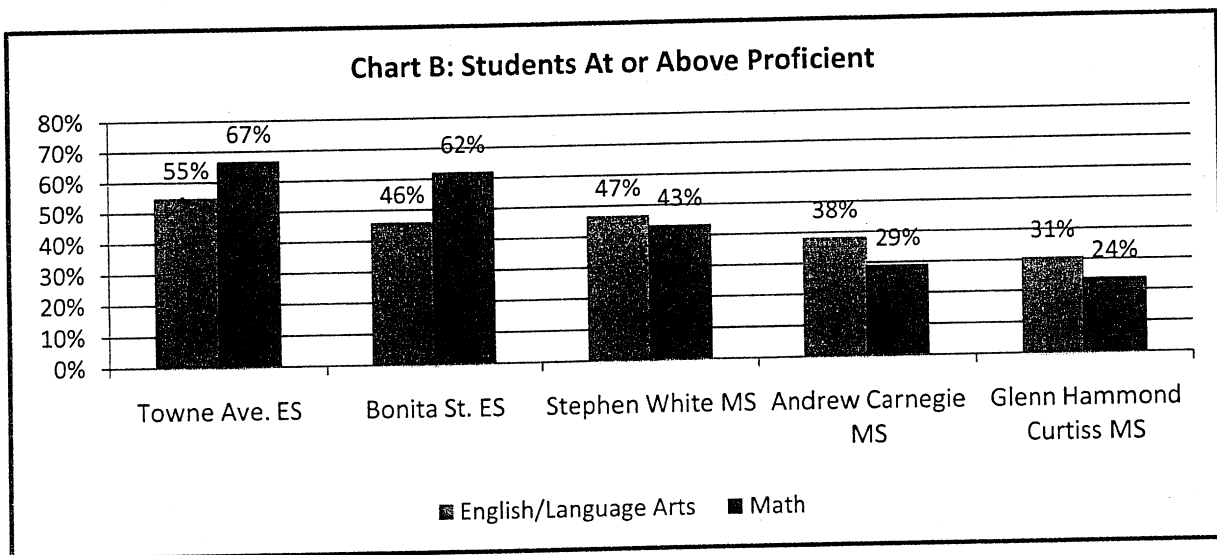
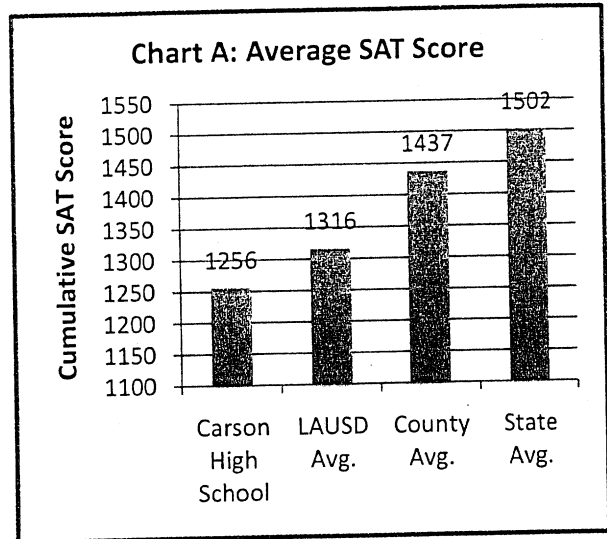
On behalf of the Boys & Girls Clubs of Carson, please accept our application to the City of Carson **requesting \$25,000 to provide comprehensive after school programs and services to over 150 youth out of our four Club sites throughout the City of Carson, California.** A generous grant from the City of Carson will enable us to enhance our after school programming with additional mentoring, college preparation, career exploration, STEM (science, technology, engineering, and math) programming, financial literacy programming, health and fitness programs, and the expansion of our newly created AIM (Achievement In Middle School) Program. These programs will help expand economic opportunities of the youth we serve, which predominantly come from households with low to moderate income.

NEED FOR AFTER-SCHOOL YOUTH PROGRAMS AND SERVICES

The youth we serve face various challenges and barriers that put them at risk for gang involvement, crime, and substance abuse. Gang injunctions in neighboring communities of Harbor City and Wilmington bring violence and crime within our borders. The threat of, and involvement in, street violence, gangs, crime, and drugs are prevalent, appearing to be the only alternative to a life of poverty for many children. Cuts in school funding have drastically reduced the number of after school and summer school programs, providing parents and children with even fewer options. Poor socio-economic conditions, combined with limited affordable and available after-school activities, leave youth with little or no opportunities for positive activities or support to enable them to achieve their full potential.

High school dropout rates and standardized test scores show that youth are in more need of academic support and educational enrichment activities than ever before. Carson High School was recently added to the list of the State's "persistently lowest achieving schools". Over a quarter of youth have dropped out (28%) from Carson High School over the past four years. In 2009, the school's graduation rate was 76%, and only 48% of those graduates had taken the required courses for admission to a University of California or California State University school – greatly

limiting their post secondary options and future quality of life. The most recent SAT scores show Carson High School students scoring below the District, County, and State average (Chart A). Standardized test scores of local schools show a significant drop in the percentage of students who are at or above proficient in English/Language Arts and Math from elementary school to middle school, emphasizing the need for more middle school targeted academic support programming (Chart B). The enhancement of the BGCC's college preparation, career exploration, STEM (science, technology, engineering, and math) programming, and expansion of our new AIM Program will work to address these needs.



Many of the youth we serve face barriers to their health and fitness that are inherent in low-income, at-risk communities throughout Los Angeles. Lack of opportunities for physical activity, poor dietary habits, health risk behaviors, and family history negatively impact the fitness and health of youth. Poor lifestyle choices, such as increased television viewing and video games, have reduced the amount of time children spend exercising outdoors. Fast food is convenient and inexpensive, while fresh fruits, vegetables, and healthier choices are less accessible.

State Physical Education Testing is conducted in grades 5, 7, and 9 using the *Fitnessgram*, which assesses six major fitness areas. Per State Standards, a student must

Table 1: Fitness Gram Results (2008-09)	Carson HS	Stephen White MS	Caroldale
% in HFZ in 6 of 6 categories	40.8%	42.9%	25.3%
% in HFZ in 3 or less	17.8%	14%	20.6%
Not in HFZ in aerobic capacity	33.7%	14.1%	48.3%
Not in HFZ in body composition	37.4%	34.3%	34.5%

demonstrate fitness in all 6 categories to be considered "fit". The test results make it painfully clear that youth in Carson need health and fitness programs (Table 1). BGCC health and fitness programs work to improve the health habits of youth and lower the prevalence of obesity and chronic health problems like diabetes and hypertension. As a result, health care costs will decrease. As these youth grow up to become healthy adults, productivity of the future workforce will increase. The greatest benefit is the improved quality of life that results from the healthier habits and choices made as a result of the program.

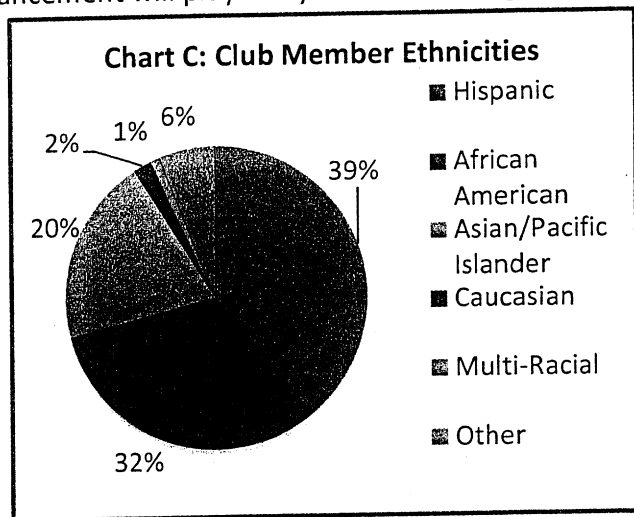
Now more than ever, the Boys & Girls Clubs of Carson can make an impact in the lives of Carson's youth and their families. Program enhancement will play a key role in reaching and serving them now and in the future.

DESCRIPTION OF TARGET POPULATION

The BGCC serves over 2,100 youth (6 to 18 years old). The majority of the youth served (71%) are eligible for free or reduced lunch. Youth represent the multi-ethnic population in Carson - 39% Hispanic, 32% African American, 20% Asian/Pacific Islander, 2% Caucasian, 1% Multi-Racial, and 6% Other (Chart C).

The BGCC serves youth out of four sites located throughout the City of Carson - the Main Street Club and afterschool on the campuses of two elementary schools (Bonita Street Elementary and Towne Avenue Elementary) and Carson High School. Of the four sites included in this application, the three school sites are particularly appealing to parents who cannot arrange for transportation after school to take their children to the Main Street Club. Additionally, through the BGCC's new AIM (Achievement In Middle School) Program, the BGCC has begun providing after school programs at Stephen White Middle School and Andrew Carnegie Middle School two days a week at each school site.

The youth the BGCC serves are impacted by several community and school risk factors that are indicators of a community in distress. The average Community Disadvantage Index (CDI) for the census tracts served by the Club is 6.43, with two Club sites (Main Street and Towne ES) located in tracts with a CDI of 7. The CDI is an index commonly used to summarize the general socio-economic conditions of an area. CDI scores range from 0 to 10, where a CDI of 10 indicates that the tracts are the most disadvantaged in the country and 0 indicates the least disadvantaged. Gang injunctions in the neighboring communities of Harbor City and Wilmington bring gang activity within the city limits. Many Carson youth are inevitably exposed to gangs and criminal activity due to their geographical location. Resources for youth are limited in the community compared to the neighboring communities. Socio-economic data from the census tracts of our Club sites show the need for quality youth programming:



- The Main Street Club tract (CDI = 7) has 10% of individuals living in poverty, 36% of 18 to 24 year olds have no high school degree, 28% of all households are single parent homes, and 20% are renter occupied. The per capita income is \$18,217.
- The Bonita Street Elementary Site tract (CDI = 5) has 27% of 18 to 24 year olds with no high school degree, 14% of households are renter occupied and 19% are single parent homes. The per capita income is \$14,046.
- The Carson High School Site (CDI = 6) has 33% of 18 to 24 year olds with no high school degree, 16% of households are renter occupied and 10% are single parent homes. The per capita income is \$12,152.
- Towne Avenue Elementary Site has a CDI rank of 9, which means that it is more disadvantaged than 90% of communities in the country. 12% of children, 9% of families, and 12% of individuals are living in poverty. 35% of 18 to 24 year olds have no high school degree. Of the 993 households, 12% are renter occupied and 19% are single parent homes. The per capita income is \$14,019.

HOW PROGRAM WILL TRACK AND VERIFY THE INCOME STATUS OF PROGRAM BENEFICIARIES

The Boys & Girls Clubs of Carson verifies income status of program beneficiaries through the Club Member Application and Scholarship Application. When youth participate in Club programs, parents complete the Boys & Girls Clubs of Carson Membership Application, which asks them to verify their income for our records. Families self-report income through the Club Member application (see Sample Club Membership Application). More supporting documentation is required for families who are applying for a scholarship to waive the nominal annual membership fee (\$5), weekly transportation fee (\$20), and/or winter and summer camp fees (\$70). Parents complete the more detailed Scholarship Application (see Sample Scholarship Application) to receive full or partial scholarships. No youth is turned away for their inability to pay. Over the years, the Club has learned that there are more youth whose families qualify for waived fees that don't apply for a scholarship. This is due to the unwillingness of many to disclose income or lack of knowledge of the scholarship program. Yet, approximately 52% of youth in our program receive a BGCC scholarship.

All information collected is stored and tracked through the Vision Quest tracking program. Vision Quest identifies different characteristics of youth participants, breaking membership down by ethnicity, income bracket, age, gender, and number of parents living in same household. The program is used to track average daily attendance of youth, and youth participation in academic and enrichment programs.

PROGRAM GOALS AND OBJECTIVES AND EVALUATION

BGCC programs strive to foster academic and personal success for youth, providing the youth we serve, the majority of whom are economically disadvantaged, with the resources and tools to reach their full potential. In a world that has never seemed more threatening and devoid of promise for a disproportionate number of America's children, the BGCC provides a tangible measure of hope. The Club offers young people what they need and want most—adults who respect and listen to them; a safe environment where they can have fun and be themselves;

and interesting, constructive activities that channel youthful energy into challenging pursuits. A youth development strategy underlies all BGCC programs and fosters a sense of belonging, competence, usefulness, and influence that builds self-confidence and self-esteem. A generous grant will enable the Club to continue to provide programs that improve the quality of life of youth in Carson and increase their opportunities for the future.

Expanded and Enhanced Teen Programming: *college prep, leadership development, mentoring, and middle school targeted activities to increase post-secondary opportunities*

The BGCC strives to provide innovative and developmental programming to teens to assist them achieve their academic and personal goals. The BGCC expanded **teen programming** to provide academic assistance and enrichment programs that have resulted in praise and recognition for our programming at Carson High School - where we reach up to 200 teens daily. LAUSD and local organizations have recognized our ability to focus on academics while maintaining high participation and attendance. We offer an array of choices for high school students, from technology to arts to Drivers Education, and are implementing a College Bound Program modeled after the program offered at the Boys & Girls Clubs of the LA Harbor.

College Bound guides youth meet academic, financial, and testing requirements for UC, Cal State and private universities. Our goal is to show teens that college is attainable for everyone. The Boys & Girls Clubs of the Los Angeles Harbor has run a successful College Bound program for 8 years, and we are receiving training and support from them on this initiative.

College Bound is a case management program led by trained staff who work with youth in grades 6 to 12 to ensure they are on the correct academic path to prepare for college. Staff meets with teens on a regular basis to ensure they are enrolled in the appropriate A-G classes required by California universities. Last semester, teens toured CSU Long Beach, CSU Dominguez Hills, USC, UCLA, UC Irvine, and UC San Diego, in addition to several college and career fairs, and an area-wide Teen Summit.

Keystone Club is a small group leadership program and is open to everyone involved in the BGCC, offering career and leadership opportunities to teens. The program provides hands on experiences and knowledge needed to prepare youth for life after graduation. Teens are involved by voicing their ideas in leadership groups such as Keystone and student advisory boards. Teens mentor younger students and lead community service projects and cultural nights that include poetry slam, music, and spoken word performances for Carson residents.

The BGCC's mentoring program provides trained caring adult mentors to youth who, due to circumstances outside of their control, may not have adult role models present in their lives. Research has shown that mentored youth benefit in numerous ways, including having fewer absences from school, reducing likelihood of drug abuse, increasing positive attitudes and confidence in their schoolwork, and improving academic performance.

Realizing the importance of middle school targeted programs; the BGCC is expanding its programming and reach. The Main Street clubhouse activities are being expanded with targeted middle school activities and programming. The BGCC will serve more middle school youth through after school programs held at Stephen White Middle School and Andrew Carnegie Middle School two days a week at each school site. Through the new AIM (Achievement in Middle School) program the BGCC will provide targeted programs that bridge middle school programs with its successful teen programming at Carson High School. Teen Programming objectives are:

1. To provide 75 new middle school youth with academic assistance, unique and innovative educational enrichment activities, guidance, and support through AIM.
2. At least 100% of AIM Program youth entering the 9th grade will have developed and begun implementing a plan for postsecondary education that incorporates A – G college requirements.

CareerLaunch: *career exposure, job skills, and mentoring*

BGCC will offer two, 10-week CareerLaunch sessions each year that will provide teens with the knowledge and skills they need to achieve financial success in adulthood. CareerLaunch exposes youth to potential careers, job search skills, and mentoring. The program is conducted in 2 hr. sessions, twice a week, where teens are equipped with essential goal setting tips, career exploration, job search skills, interview skills and an opportunity to secure a paid Jr. Staff position or volunteer position with our Club upon completion of the program. In order to provide quality services to our participants, we have partnered with the You-Turn Project, Inc., which provides Club members with trainings in job search, resume writing, etc. and assists with obtaining internships. The elements that make our CareerLaunch program successful are:

- **Workshops:** Participants are provided with workshops that are meaningful, innovative, and interesting. Workshop include: resume writing, application process, finding employment, conflict resolution, careers prospects, higher education, communication, etiquette building, team building, networking, interview tips, how to dress for success.
- **Interviews:** Participants interview one-on-one or in a panel to gain skills necessary to be successful in the workforce. Interviewers provide in-depth feedback and interview tips to assist each participant. Interviews are also videotaped to provide additional guidance to our members. CareerLaunch staff work closely with teens to improve their skills.
- **Job Shadowing:** Community Leaders and Board Members volunteer to provide youth with an opportunity to gain additional knowledge in a professional work setting. Participants receive one-on-one time to discuss questions and career opportunities that might be available to our teens. Our volunteers help us nurture our future leaders by providing them with hands-on experience.
- **Jr. Staff positions and volunteer opportunities:** Participants are provided volunteer opportunities and four paid Jr. Staff positions. Volunteers and Jr. Staff are placed at our local Club sites. Paid positions are given to the top teens in the CareerLaunch program. Participants working at Club sites are provided with additional youth development trainings (on-line resource-BGCA Leadership University youth development trainings).

CareerLaunch has been instrumental in providing our teens with crucial job skills and tools needed in any occupation. CareerLaunch objectives are:

1. At least 40 will participate in CareerLaunch.
2. Four youth will be placed in Jr. Staff positions with the BGCC

Academic Assistance and Educational Enrichment: *increasing opportunities*

The BGCC will provide academic assistance and educational enrichment to over 400 youth. Participants will receive a minimum of one hour of help on homework and academic enrichment activities. Sites will conduct Power Hour, a comprehensive homework assistance and tutoring program developed by Boys & Girls Clubs of America to help students (ages 6 – 12) complete their daily school assignments. Project Learn and College Bound provides middle and high school youth with academic assistance. Tutoring will be provided in the areas of Language Arts, Math, History, Science and Social Science for students to meet California Academic Standards and will work to meet site-specific goals in English, Language, Arts, and Mathematics.

Realizing the importance of STEM (Science, Technology, Engineering, and Math) programming, the BGCC has developed SCI Tech (Science Challenges, Innovation and Technology) to provide unique programs designed to raise science and math proficiency of youth. Science Explorer, a collection of experiments, blends academic content with curiosity-building activities. CSI: Science Discovery is an interactive science course designed to engage youth. FIRST LEGO League is a hands-on program that uses challenges based on real world scientific problems to engage youth in research, problem solving, and engineering. Academic Assistance and Educational Enrichment objectives are:

1. At least 200 youth will receive academic assistance and/or tutoring in math and science.
2. 75% of teens with grades below a C in Math or English/Language Arts will demonstrate an increase in grades by one point in one year.
3. 75 youth will participate in SCI Tech activities.

Health and Fitness: *building healthy youth to be healthy and productive adults*

Our Health and Fitness programming helps youth make positive decisions about their health, fitness, and well-being. Activities range from sports leagues to daily fitness activities, and workshops on nutrition and fitness. Programs introduce youth to the skills essential to perform a wide-array of sports, dance, exercise, and nutritional activities to create a healthy lifestyle. By providing daily after school physical activities, the BGCC will increase the number of hours per day youth participate in physical activities. Team and group physical fitness activities strengthen their ability to interact positively with others and engage in healthy relationships. Program activities work to build healthy youth and in turn healthy productive adults. Health and Fitness objectives are:

1. Provide health education to 75 members;
2. Provide daily physical activities, experiences and opportunities to 75 youth to increase the number of hours per day youth participate in physical activities; and
3. Provide 75 members with team and group physical fitness activities each year.

Evaluation of Program Activities

The BGCC will assess the extent to which the project met its goals and objectives through an evaluation process that identifies strengths and weaknesses. The process includes regular evaluation meetings to develop and reinforce strategies that both maintain our strengths and help eliminate our weaknesses. Outcome measures for the program include:

- (1) number of youth served
- (2) number of new youth in program
- (3) number of youth placed in Jr. Staff positions
- (4) number of events and activities offered
- (5) improvement in grades
- (6) middle and high school graduation rates of College Bound participants

Registration forms will document enrollment numbers, and daily attendance will record participation in various activities. The numbers will be compiled and reviewed monthly. A pre-participation survey will be conducted among teen members participating in the project through the College Bound and AIM to determine a baseline for the following: current grade point average; what, if any, postsecondary education plans are known; and what, if any, career plans have been explored. Student progress in school is tracked through transcripts and academic case management files.

The Director of Operations will meet bi-monthly with Program Directors to carefully evaluate the project activities, the progress towards reaching the goals, and make programmatic adjustments and improvements as needed. Regular program meetings assure that staff has ongoing opportunities to discuss best practices and problems that arise. Through Vision Quest, the BGCC tracks average daily attendance of youth and participation in academic and enrichment programs. All information will be compiled for reporting purposes.

EXPERTISE AND BACKGROUND OF THE CLUB

The Boys & Girls Clubs of Carson has served the youth and families in the City of Carson since 1991, holding true to our mission ***to enable all youth, especially those who need us most, to realize their full potential as responsible, caring, productive citizens.*** A community based youth development organization, the Boys & Girls Clubs of Carson (BGCC) works to help boys and girls discover and achieve their full potential by providing positive growth activities in a fun, safe, supervised environment.

The Club came about as a result of concerned and dedicated community leaders. In 1989, a 15-member Board of community leaders identified the need for quality after school programming for youth in the City of Carson. Bounded by Harbor City and Wilmington, where gang injunctions were passed by the City of Los Angeles, the threat of gang activity, combined with rising high school dropout rates, and lack of resources for youth became the impetus of the creation of the Club. In 1991, the BGCC obtained non-profit status, and within the next year opened its doors to 100 eager boys & girls. The City of Carson now had an affordable quality program in a safe and positive environment for its youth.

Between 2004 and 2007, the BGCC began operating after school programming on the campuses of four elementary, one middle, and one high school in collaboration with the Los Angeles Unified School District (LAUSD) through the 21st Century Learning Center Grant and Proposition 49 funding. The BGCC serves as the lead agency for a collaboration of eight Boys & Girls Clubs who provide after school programs on the campuses of schools throughout the district as Beyond the Bell Branch service providers. In 2006, the BGCC began focusing its efforts on teens, due to the continued increase in dropout rates, illiteracy, and gang violence. BGCC programs provide opportunities to succeed in life. Working towards this goal, the BGCC opened its Scottsdale Unit to serve a low-income townhome community. Budget cuts in the District resulted in three of the six school sites closing in 2009. In addition, as a result of homeowners' association management problems, the Club's Scottsdale site was also closed. Today, the BGCC serves over 400 youth a day throughout the City of Carson, implementing programs from two elementary school sites, Carson High School, and its Main Street Club. Last year, the BGCC provided quality after school programming and services to over 2,100 youth and their parents.

Our organization is built to foster academic and personal success for youth, providing the youth we serve, the majority of whom are economically disadvantaged, with the resources and tools to reach their full potential. A youth development strategy underlies all of programs and fosters a sense of belonging, competence, and usefulness that builds self-confidence and self-esteem.

Senior Staff

Kim Richards, the Club's Executive Director, has had extensive training and experience. She is a Boys & Girls Club of America McCabe Fellow and has been awarded two Marketing and Communication Awards. She has worked in the nonprofit industry for 23 years. Her current responsibilities include Board development, staff supervision, community development, marketing, public relations, resource development, fiscal management, and building management. Ms. Richards has a B.A. in Psychology and a Masters in Business Administration. Ms. Richards has extensive experience in organizational development, marketing, fundraising, and nonprofit operations.

Director of Operations, Veronica Jimenez, provides oversight and leadership to the programs and oversees the Elementary School Site activities. She has an M.A. in Public Administration from CSU, Long Beach, and a B.A. in Sociology/Administrative Studies from UC Riverside. She has over 11 years experience working with low-income families, and over five years experience in Boys & Girls Clubs. Prior to coming to the Club, she was the Director of Development at the Boys & Girls Clubs of the South Bay and prior to that 8 years experience as a Director of Family Literacy. She has extensive experience with staff recruitment, training and program implementation and management.

Teadra Zarate, Main Street Unit Director, will oversee program implementation at the Main Street Club. Ms. Zarate is working towards her M.A. in Public Administration from California State University, Long Beach where she received her B.S. in Criminal Justice. She has been with

the Club since 2006, where she served as the Director of School Services until 2009. She was responsible for programming at all school sites. Prior to coming to the Club she served as the Learning Center Director at the Wilmington Boys & Girls Club for the Boys & Girls Clubs of the Los Angeles Harbor.

Bradley Nwosu, Carson High School Site Director, will oversee program implementation at Carson High School. He has a BS from St. Johns' University, where he majored in Communication Arts and minored in Business. He has been with the Club since 2007. Prior to working at BGCC, Bradley was the Academic and Athletic Director for the Lefrak City Youth Activities Association in New York for three years.

SUSTAINABILITY

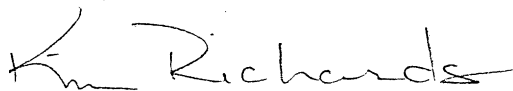
The BGCC's Board driven resource development plan ensures program sustainability. The Development Team works closely with the Board on a full calendar of fund development activities that includes aggressive fundraising by the Board through the One Campaign, annual special events, and in-kind contributions and collaborations. The BGCC maintains collaborative relationships with LAUSD, the LA Alliance of Boys & Girls Clubs, and BGCA-Pacific Region Office, which assist in leveraging support for additional funding opportunities. The BGCC has developed strong partnerships with foundations, corporations, and local businesses that provide funding and support to its various programs and activities. We have approached several long time Foundation and corporate funders to meet the budget needs of the organization and continue to identify and approach potential funders to ensure the sustainability of programs.

IMPACT OF A GRANT

The Boys & Girls Clubs of Carson's youth development programs will greatly impact the lives of youth in Carson. BGCC programs provide a comprehensive and coordinated strategy that will improve the skills, well-being, and competencies of youth from elementary to high school. Programs will provide them with the knowledge, skills, tools, and confidence that will enable them to reach their full potential. A generous \$25,000 grant from the City of Carson will enable the BGCC to implement high-quality programs that attract, involve, and support youth. **We hope the City of Carson will continue to support our endeavor to provide youth with the hope, opportunity, and skills to succeed in life.**

Thank you for your consideration and past support. I hope you will fund our request for this very worthwhile program. Enclosed are the required documents to complete our application. If you have any questions, I can be reached at (310) 522-0500.

Sincerely,



Kim Richards
Chief Professional Officer



BOYS & GIRLS CLUBS
OF CARSON

General Membership Registration Form
Year: 2010-2011
- Good through June 30th 2011

ATTACH
PHOTO
HERE

Last Name

Please **complete** the form and **print clearly**.

The following information is kept confidential and the required data is for self-certification and contact purposes.

Youth Member Information:

Renewal? ☐ No ☐ Yes, (please fill out updated information below)

Last Name: _____ First Name: _____ Age: _____ Grade: _____

Birth Date: _____/_____/_____ Gender: ☐ Male ☐ Female School: _____
(month) (day) (year)

Address: _____

City: _____ Zip Code: _____ Home Telephone: (____) _____

Pre-existing medical conditions (i.e. allergies, seizures, etc.)? If yes, please comment: _____

Any relatives BGC members? ☐ No ☐ Yes, Please list: _____

Parent(s)/Guardian(s) E-mail Address (for club & event info only): _____

Member Lives with: ☐ Father & Mother ☐ Father Only ☐ Mother Only ☐ Other _____

Father/Guardian Information:

Name: _____

Place of employment: _____

Cell Phone: (____) _____

Mother/Guardian Information:

Name: _____

Place of employment: _____

Cell Phone: (____) _____

Other family/Guardian Information:

Name: _____

Place of employment: _____

Cell Phone: (____) _____

Other family/Guardian Information:

Name: _____

Place of employment: _____

Cell Phone: (____) _____

Permission to pick up child? ☐ Yes ☐ No

Work phone #: (____) _____

Permission to pick up child? ☐ Yes ☐ No

Work phone #: (____) _____

Permission to pick up child? ☐ Yes ☐ No

Work phone #: (____) _____

Relationship to member: _____

Permission to pick up child? ☐ Yes ☐ No

Work phone #: (____) _____

Relationship to member: _____





The Boys & Girls Clubs of Carson is established solely for the use and benefit of youth grades 1st-12th

Acknowledgement and Consent: I understand the conditions under which the Boys & Girls Clubs of Carson (aka the Club) operates and that it is not a day care facility. I understand the sign in sign out policy which requires the member to sign-in to the program and the parent/ to sign the member out. Professional supervision will be provided for children at the Club's facility only. I understand that no loitering is allowed outside the club entrance. For both internal and external use, I acknowledge that the Boys & Girls Clubs of Carson may utilize photographs or videos of my child that may be taken during involvement in the Club's activities. I consent to such uses and hereby waive any rights of compensation. The Club offers educational programs such as SMART Moves. My child has permission to participate in classroom discussions which teach youth the dangers of drugs, alcohol, life skills/options and negative peer pressure.

Waiver of Liability & Disclaimer: In consideration of my child's membership, and any participation in the activities and special programs or events of the Club, on behalf of me and my child and any heirs or assigns of me or my child, waive, release, and agree to defend and hold harmless the Boys & Girls Clubs of Carson, and its sponsors, staff members, board of directors, and any other affiliated persons and/or vehicle drivers from any and all claims, injuries, death, damages, and demands arising or in any way resulting from or connected to any Club-related event, activity, program, or property. I attest and verify that I have full knowledge of the risks involved in Club-related events, activities, programs, and properties and that I will, on behalf of the my child, assume and pay any medical or emergency expenses. I further acknowledge that my child is physically fit to participate in the programs or other activities of the Club.

Emergency Authorization: I, the undersigned, as the parent/guardian of my child, hereby authorize the staff of the Club, its sponsors, and vehicle drivers as my agents to consent to medical, surgical, dental examination or treatment of my child. In case of emergency, I hereby authorize treatment or care at any hospital or by any licensed medical personnel.

Request for Information In order to help us with our education programs, we may request a copy of your child's report card from him/her or their school. Member information will remain strictly confidential and will only be used by the Club and its staff. Strict guidelines are in place to ensure confidentiality, and each party has received appropriate training. At no point will individual student data be publicly released. However, it is your right to deny this permission. Your signature on this application states that you give permission to allow the staff at the Boys & Girls Clubs to obtain a copy of your child's report card and to advocate to counselors/administration.

***YOUR SIGNATURE BELOW ACKNOWLEDGES THAT YOU HAVE READ AND ACCEPT THE POLICIES/CONDITIONS OF THE BOYS & GIRLS CLUBS OF CARSON AS DESCRIBED ABOVE.**

Parent/Guardian Consent:

Parent/Guardian Signature _____ Printed Name _____ Date _____

Member Consent: *I want to participate in the Boys & Girls Clubs of Carson activities and agree to follow the Boys & Girls Clubs of Carson rules and regulations (you must show proof of age, if required).*

Youth Member Signature _____ Printed Name _____ Date _____

Do you have Health Insurance? ☐ Yes ☐ No

Physician's Name: _____ Physician's Phone #: _____

Name of Health Insurance Provider: _____ Policy #: _____

Child's current medication(s): _____ Known allergies: _____

T-SHIRT SIZE _____



BGCC Office Only - Do Not Fill In

DATE: ____/____/____ MEMBER #: _____ DATE ENTERED INTO SYSTEM: ____/____/____ PROGRAM INITIALS: _____



BENEFICIARY QUALIFICATIONS STATEMENT

This statement must be completed and signed by each person or head of household (legal guardian) receiving benefits from the described project/activity. Please answer each of the following questions.

1. **How many persons are in your household?**
A household is a group of related or unrelated persons occupying the same house with at least one member being the head of the household. Renters, roomers, or borders cannot be included as household members.
2. **CIRCLE your combined gross annual income.**

(Note: The 2010 Income categories are listed below). Please calculate the combined gross annual income of all persons living in your household from all sources of income and select which income category best applies).

Number of Persons in Your Household								
Income Category (Median Income \$63,000)	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Extremely Low Income (Maximum of 30% of area median income)	\$17,400	\$19,900	\$22,400	\$24,800	\$26,850	\$28,850	\$30,850	\$32,850
Very Low Income (At least 31%, up to a maximum of 50% of the area median)	\$29,000	\$33,150	\$37,300	\$41,400	\$44,750	\$48,050	\$51,350	\$54,650
Low Income (At least 51%, up to a maximum of 80% of the area median)	\$46,400	\$53,000	\$59,650	\$66,250	\$71,550	\$76,850	\$82,150	\$87,450

3. (Per HUD regulations effective FY 2006) You may identify both a Race and a Hispanic Ethnicity. This information is confidential and is only used for government reporting purposes to monitor compliance with equal opportunity laws. Please note that self-identification of race/ethnicity is voluntary. (Please check which best applies)

RACE:

- ☐ White
☐ Black/African American
☐ Asian
☐ American Indian/Alaskan Native
☐ Native Hawaiian/Other Pacific Islander
☐ American Indian/Alaskan Native & White
☐ Asian & White
☐ Black/African American & White
☐ Am. Indian/Alaskan Native & Black/African Am.
☐ Asian/Pacific Islander
☐ Hispanic/White

HISPANIC/LATINO ETHNICITY?

- ☐ Mexican/Chicano
☐ Puerto Rican
☐ Cuban
☐ Other Hispanic

- ☐ Hispanic/Black African American
☐ Hispanic/Asian
☐ Hispanic/American Indian/Alaskan Native
☐ Hispanic/Native Hawaiian/Other Pacific Islander
☐ Hispanic/American Indian/Alaskan Native & White
☐ Hispanic/Asian & White
☐ Hispanic/Black/African American & White
☐ Hispanic/American Indian/Alaskan Native & Black/
African American
☐ Other Multi-Racial

☐ YES

☐ NO

4. Please CHECK, yes or no, if FEMALE HEAD OF HOUSEHOLD

☐ Yes

☐ No

5. Does your child qualify for free or reduced-price lunches at school?

☐ Yes

☐ No

I CERTIFY UNDER PENALTY OF PERJURY THAT THE INCOME AND HOUSEHOLD STATEMENT MADE ON THIS FORM ARE TRUE.

Print Name: _____

DATE: _____

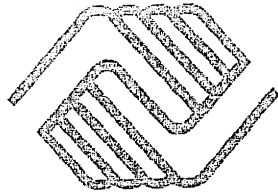
ADDRESS: _____

PHONE NO: _____

APPLICANT
SIGNATURE: _____

AGENCY APPROVAL: _____

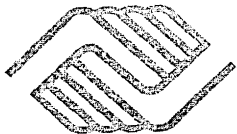
DATE: _____



BOYS & GIRLS CLUBS
OF CARSON

**Club Member
Scholarship Application
Information & Guidelines**

- In order to process effectively, scholarship applications must be submitted completely *including all necessary paperwork*.
 - Copy of most recent annual tax filing
 - Copy of last three paychecks
- In order to determine scholarship approval and amount, the Boys & Girls Clubs of Carson uses Federal Housing & Urban Development (HUD) Guidelines.
- Because of the limited number, scholarships must be used. Failure to do so will result in denial of any future scholarships.
- Behavior and proper conduct is important, Club members who fail to follow club rules & policies and/or is suspended or expelled, will not qualify for any future scholarships.
- Outstanding balances must be paid in full before consideration.



BOYS & GIRLS CLUBS
OF CARSON

**Club Member
Scholarship Application**

Name of club member(s) 1. _____ Age: _____
2. _____ Age: _____
3. _____ Age: _____
4. _____ Age: _____

Support Information

List all persons who provide a source of income for children listed. As a requirement, validation is required and it is necessary to have complete information for determination. For confirmation, it is required that you **bring a copy of your most recent annual tax filing and a copy of your last three paystubs.**

Person 1

Name: _____ Relationship: _____ Phone: _____

Place of employment: _____ Work Phone: _____

Gross income: \$ _____ ☐ Weekly ☐ Bi-Weekly ☐ Semi-Monthly ☐ Monthly

Person 2

Name: _____ Relationship: _____ Phone: _____

Place of employment: _____ Work Phone: _____

Gross Income: \$ _____ ☐ Weekly ☐ Bi-Weekly ☐ Semi-Monthly ☐ Monthly

Other income

☐ Social security \$ _____ ☐ Child Support \$ _____

☐ Unemployment \$ _____ ☐ Other \$ _____

Total Income from all sources

Total Monthly Income gross for this family \$ _____ Number of people in the household _____

Total Yearly Income gross for this family \$ _____ Number of people in the household _____
☐

Other information:

Has your child/ren attended the Boys and Girls Club of Carson before? ☐ Yes ☐ NO
Is there any other information you want to share that might help our determination?

Amount you are willing to pay: _____ Program Applying for _____
Scholarships are determined by using HUD guidelines

FOR OFFICE USE ONLY

Staff determining assistance: _____ Date: _____ staff initials: _____
Amount to be paid: _____



**BOYS & GIRLS CLUBS
OF CARSON**

2011

CDBG

Program Budget

Payroll Costs \$21,211

- Salary and payroll taxes for the following positions:
 - o 35% of Youth Development Professional **-\$7,244**
 - Main Street Club – Middle School YDP
 - o 35% of Youth Development Professional **-\$6,847**
 - Main Street Club – Middle School YDP
 - o 50% of Youth Development Professional **-\$7,120**
 - Carnegie and Stephen White Middle School
– Middle School Outreach YDP

Program Expenses \$3,789

- 12% of Space Rental Cost (Main Street Club)

Total \$25,000

CITY OF CARSON

Community Development Block Grant – Program Year 2011 (July 1, 2011 – June 30, 2012)

Public Service Programs – Request/Application for Funding

Part One

1. Organization Name: Bridges Community Economic Development Corp.
(Bridges)
2. Project Activity: Academic Center of Excellence and Summer Math Institute
3. Organization Address: 225 D West Torrance Blvd., Carson, CA 90745
4. Brief description of project: Bridges proposes to use technological tools, academic preparation, mathematics skills development, and peer and parent academic, motivational and personal support to foster high academic achievement and college attendance among under served students.
5. Organization's DUNS Number: 147360965
6. Location where program services are to be provided (if different from #3 above):
20793 Main St., Carson, CA 90746.
7. Contact Person: Walter D. Clark Title: Director

Daytime Telephone: (310) 538-9185 FAX (310) 538-9244
E-Mail: wclark@glorychristian.org.
8. Official(s) authorized to sign agreement (particularly important (if **DIFFERENT** From person indicated in #6):

Name: Walter D. Clark Title: Director

Name: Judith Trimble Title: Executive Director
9. Amount of CDBG funds requested for the 2011 Program Year: \$15,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipated serving in PY 2011 using the CDBG funds requested? 100.
11. How many City of Carson residents (counting all visits or contacts do you anticipate serving in PY 2009 using the CDBG funds requested? 1,000

12. How many persons did your program serve during the period July 1, 2009 to June 30, 2010 77?

13. How many persons do you anticipate your program will serve during the period July 1, 2009 to June 30, 2010? 100

14. Have you previously received City of Carson funding? Yes No

CDBG X

Non-CDBG funding

(Please indicate type/source) City Wide Funding X

15. If "yes" to any of the above, identify the amounts received from each in the Space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
<u>CDBG</u>	\$12,000	\$14,520	\$10,500
Other	-0-	-0-	-0-

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- (X) Description of how the need was determined (including any supporting data) and how the program will meet your need.
- (X) Description of the target population and the setting in which it is anticipating that the service will be provided.
- (X) Description of how your program will track verify the income status of program beneficiaries.
- (X) Description of program goals and objectives, as well as your method for evaluating the performance and success of your program
- (X) If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- (X) Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and the senior staff responsible for the program.
- (X) List of the organization's officers (such as a board of director) and of local program supervisory employees along with a summary of the background of the individuals.
- (X) Organization by-laws or charter.
- (X) Federal non-profit status determination letter (IRS Code 501 © (3)).
- (X) State non-profit status determination letter (State Code 23701 (d)).

- (X) One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- (X) Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources for group receives).
- (X) Financial statements for the previous (2) years, including at least one year - the most recent year available – of audited financial statement.

ABSTRACT

For the past eight years, Bridges Community Economic Development Corporation (Bridges) recognized the value of developing programs that will narrow the dramatic and growing gaps in educational opportunities within the under served communities. Bridges is committed to give all youth access to excellent and high quality supplemental education programs through its Academic Center of Excellence (ACE).

ACE proposes to implement a ***Supplemental Academic Educational*** approach, mitigating youth in grades 6th – 12th through the project. The project is designed to provide youth access to computer training, education and program services that will allow every student an opportunity to achieve his/her full intellectual potential. The project will be folded into Bridges Technical Institute (BTI), Academic Center of Excellence (ACE) and Math Institute (M.I.) utilizing the highest level of quality practices. Bridges proposes to use technological tools, academic preparation, mathematics skills development, peer and parent academic, motivational and personal support to foster high academic achievement and college attendance among under served students.

NARRATIVE

BACKGROUND

BRIDGES mission is sparked by the belief there is a great need to bridge the gap in education, computer training, knowledge, access and literacy within the under served communities. We strive to create a level playing field through educational resources sparked in part by parents concerned about their children's education and ability to achieve in higher education.

Since 2001 Bridges Community Economic Development Corporation (Bridges) has been providing technology and educational programs services to families in the City of Carson through the CDBG. Under the leadership of its Director Walter D. Clark, BRIDGES has grown, both in the number of families it serves and in the dept and breath of programs its offers. Below are Bridges' five program areas, which often overlap to provide comprehensive support and programming to meet the needs of the whole person.

Programs and Services:

Academic Center of Excellence – Programs focused on preparing students for academic excellence by helping them achieve their academic potential and promoting a college-going culture. This is BRIDGES' flagship program.

Summer Algebra Institute – A six-week intensive four hours a day/five days a week course designed to improve the student math skills and promote a college culture for grades 6th through 11th.

Bridges Technology Institute – Programs that bridge the dramatic gap in technology, access and literacy among youth and adults in underserved communities

Family Resource Center – Programs that assist Families. Includes parent education, child development, mentoring and juvenile justice/delinquency prevention.

Healthy Families – Programs assisting families and individuals of all ages in the area of fitness and nutrition. Includes exercise programs, nutritional guidance, health screenings and education, substance abuse awareness and rehabilitation.

NEEDS STATEMENT

The futures of our minority youth are being wiped out by a widespread epidemic of; high dropout rates; teenage pregnancy; violent crime; gang activity; substance abuse; and unengaged parents; and lack of caring leadership. This must change! Today's youth do not have to embrace poverty or failure as their futures. Bridges believes that today's youth can have bright futures as successful, contributing members of society—as tomorrow's leaders, in fact. Communities that consistently produce successful youth tend to possess educational programs intended to help close the achievement gap between those who have been privileged and those who have been historically denied access to quality educational services. Gaps in educational access, leads to gaps in student achievement and ultimately to gaps in educational and workforce opportunities. The purpose of this proposal seeks to expand educational opportunities for underserved students by making essential supplemental educational resources available to foster competitive academic preparation. As a result of these interventions we anticipate that more minority students will raise their academic achievement and stay on track for college attendance. Research shows that attending college has a significant impact on cognitive and effective educational outcomes, status attainment, financial benefits and future educational attainment (graduate school attendance). These outcomes are significant factors in creating viable opportunities for individuals in the underserved communities.

Current research shows that performing well in Algebra 1 will set students on the proper path for college attendance and is highly correlated with passing the California High School Exit Exam mathematics component. Algebra has proven to be the "gatekeeper" to education in the sciences. In 2003 the Los Angeles Board of Education raised graduation requirements to included passing a year of Algebra and a year of geometry or an equivalent class to earn a diploma.

According to the Los Angeles Times article "A Failure in L.A. Schools" (January 30th 2006) by Duke Helfand, in the fall of 2004, 48,000 ninth-graders took beginning algebra; 44% flunked, nearly twice the failure rate as in English. Seventeen percent finished with Ds. The Los Angeles School district handed out Ds and Fs to 29,000 beginning algebra students that semester. Of those students who repeated the class in the spring, nearly three-quarters flunked again. Superintendent Roy Romer is quoted as stating, it (Algebra) triggers dropouts more than any single subject. I think it is a cumulative failure of our ability to teach math adequately in the public school system." In that same year, 2004, Algebra became a "statewide" graduation requirement.

PROPOSAL

PROJECT GOALS and OBJECTIVES

Goals:

Goal One: Promote a college-going culture and increase academic competitiveness of students

Goal Two: Increase English proficiency and writing skills of students

Goal Three: Bridge the digital divide in computer knowledge, access and literacy

Goal Four: Increase parental involvement in their children's education

Goal Five: Increase students and parents' financial literacy

Goal Six: Decrease youth involvement in risk-taking and anti-social behavior.

Goal Seven: Increase mathematic proficiency of students

Objectives:

Objective One: Provide students with extended learning opportunities in language arts and mathematics through enrichment activities

Objective Two: Provide tutoring and homework assistance for students in language arts and Mathematics

Objective Three: Provide students and their parents' comprehensive advisement on academic planning for or college/university admissions

Objective Four: Provide opportunities for increased parental and community involvement in the educational process

Objective Five: Provide a comprehensive mentoring and skill development program helping participants establish healthy relationships

Objective Six: Provide students with a basic knowledge of how to use computers as well as the most commonly used programs

PROGRAM DESIGN

To meet the project **Goals** Bridges proposes a **Academic Preparation** program designed to support local schools and bridge the education gap by creating a level playing field where all student has an opportunity to achieve his/hers full intellectual potential.

Academic success in today's knowledge-based society requires information and technology-competency. Advance technologies represent important tools for supporting the work of teachers and students and offer them new ways of teaching and learning. Disadvantaged communities do not have equal access to these tools or knowledge of how to use them productively. Bridges seeks to expand student's capacity to identify and effectively use computers.

The Academic Preparation Component will be folded into the Bridges Academic Center of Excellence (ACE) and Algebra Institute (AI) after school and summer academic enrichment program. ACE after school program activities will take place Monday through Thursday, 3:30p.m.to 6:30p.m., Tuesday and Thursday 6:30p.m.to 8:30p.m., and Saturday as scheduled. Program activities are comprised of **seven components**:

1. **Vision for Achievement:** Intended to promote positive self-perception and vision for high achievement among students.
2. **Academic Preparation:** Consists of the following academic enrichment modules 1) *Literacy and Mathematics Skills Development* 2) *Tutoring* 3) *Individualized Academic Plans* 4) *Study Skills* 5) *Standardized Exam Preparation* (i.e., PSAT, ACT, SAT, AP, etc.) 6) *Campus Visits*.
3. **Parental Involvement:** Parental Involvement is intended to increase the quantity and quality in the educational process by empowering parents with an understanding of factors that contribute to the academic process.
4. **Mentoring:** Designed to decrease factors that impede the success of students and inspire them to achieve academically.
5. **Healthy Families:** Intended to remove potential barriers caused by a lack of adequate health care. It will emphasize improving health literacy promoting a healthful environment that encourages learning.
6. **Technology:** Academic success in today's knowledge-based society requires information and technology-competency. Advance technologies represent

important tools for supporting the work of teachers and students and offer them new ways of teaching and learning. Disadvantaged communities do not have equal access to these tools or knowledge of how to use them productively. Bridges seeks to expand student's capacity to identify and effectively use computers.

7. **Financial Literacy:** This component is designed to equip students and parents with skills concerning money management and economic basics.

SUMMER PROGRAMS

The **Summer Algebra Institute** a six week intensive four hours a day/five days a week course designed to improve the student math skills and promote a college going culture for grades 6th through 11th. Also the program is expected to increase student knowledge and application of effective learning strategies, increase preparedness for Algebra and geometry classes, increase the capacity to pass the classes with a minimum grade of B, and help students pass the California High School Exit Exam mathematics component. **The Summer Programs** offers:

- Standard based academic pre and post assessments
- Individual intervention/prevention program
- Math, Algebra, Geometry
- Computer Concepts
- Field Trips

OUTCOMES

BRIDGES expects the following outcomes:

1. Improve academic proficiency
2. Increase college admission for students
3. Close the growing gap of the Digital Divide
4. Decrease drop out rates
5. Increase digital inclusion in the underserved communities
6. Increase job training skills

EVALUATION

Data collection designed to measure the program will be folded into Bridges evaluation process. Bridges will use the following measurement and evaluation process which will include the review of daily team planning meetings, weekly

teaching/counseling staff meetings, monthly general staff meetings, monthly administrative staff meetings and quarterly Board of Director's meetings. All meetings will include a follow-up from prior meetings to ensure short-term and long-term goals are met. Pre and post assessment and program quality review instrument to determine accomplishment and/or needs of the program. Annual parent questionnaire and staff program evaluations will be reviewed at the end of the project period.

The program will evaluate and measure the Project Outcomes by using two approaches, **Formative evaluation and Summative evaluation:**

Formative Evaluation:

- Will be conducted in the early stages of a program
- Will address question about implementation and on going planning
- Will help catch problems early on, while they can still be corrected
- Will be useful in understanding why different outcomes emerge and for improving program management
- Will provide an opportunity to collect baseline data for future summative (or "impact") evaluation
- Will help identify appropriate outcomes for summative evaluation

Summative Evaluation:

Summative evaluations will assess programs outcomes or impacts. This approach is used to determine the relationship of different factors to outcomes, similar to formative evaluations, some information used in summative evaluation is collected early in the life of a program (e.g., baseline data, test scores). Unlike formative evaluation, a portion of the information is collected after the program has been completely implemented and adequate time has passed for expected outcomes to occur. The summative evaluation will; provide evidence for a cause-and-effect relationship; assess long term-effects; provide data on impacts; provide data on change across time.

PROGRAM TRACKING and INCOME VERIFICATION STATUS

Description of how Bridges proposed program will track and verify the income status of program beneficiaries: All participant parents/caregivers will be asked to

complete and sign the **City of Carson Beneficiary Qualifications and Income Documentation Requirements Statements**. The statement will become part of the participant permanent intake files. Bridges will make every effort to track and verify the income status of program beneficiaries, through this process.

IMPLEMENTATION TIMETABLE

BRIDGES plans on serving approximately 100 children and youth through the project. Programs and Timelines are:

1. Academic Center of Excellence
 - Timeline – July, 2009 to June 2010
 - 40 - week program designed to serve 60 youth, open ended
 - Responsible party - Project Coordinator and ACE Director
2. Math Institute:
 - Timeline – July, 2009 to August 2009, 6 week session
 - 40 Youth per session
 - 4 hours per day 5 days per week
 - Responsible party - Project Coordinator

BUDGET

The total Project Budget is \$15,000. (See attachments for Line-Item budget)

BUDGET NARRATIVE

PERSONAL

Funds are requested for the following:

MATH INSTRUCTORS for BRIDGES Summer Academy:

- ☐ Develop lesson plans stressing hands-on/minds-on, rational learning
- ☐ Instruct in a student-centered environment while insuring participant safety and well being
- ☐ Submit all paper work in a timely fashion
- ☐ Read, review, and follow guidelines outlined in the program
- ☐ Enjoy working with student who are excited and interested in learning
- ☐ Maintain a positive work atmosphere by behaving and communicating in a manner that is professional and successful in getting along with students, staff, parents, and the public
- ☐ Make yourself available for all instructors meeting

Project Coordinator for ACE, Summer Academy:

Scope of Work:

- ☐ Coordinate and supervise daily activities
- ☐ Submit all paper work and reports in a timely fashion
- ☐ Read, review, and follow guidelines outlined in the program
- ☐ Enjoy working with student who are excited and interested in learning
- ☐ Maintain a positive work atmosphere by behaving and communicating in a manner that is professional and successful in getting along with students, staff, parents, and the public
- ☐ Make yourself available for all instructors meeting

TUTORS ACE Program:

Scope of Work:

Provide academic assistance to assigned tutees, either in a group or individually

- ☐ Establish liaison with the teacher and work under the teacher direction
- ☐ Maintain records on each student who is being tutored, including follow-up and periodic assessment
- ☐ Provide evaluations and other reports as requested by the ACE staff

- ☐ Help students develop positive attitudes towards learning and study
- ☐ Help students develop self-confidence and am high level of motivation
- ☐ Assist student develop the study skills necessary for academic success
- ☐ Establish and maintain rapport with the assigned student(s)
- ☐ Serve as a role model for student being serve
- ☐ Assist in designing and implementing class cooperative projects.

STUDENTS SUPPORTIVE SERVICES

Educational Supplies

- ☐ Computer Software
- ☐ Students Desktop Supplies (pens, pencils, paper, notebooks, etc.)
- ☐ Books

BRIDGES
ACADEMIC CENTER OF EXCELLENCE
BUDGET – July 1, 2010 – June 30, 2011

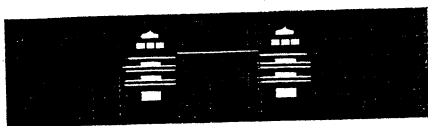
(A) PERSONNAL	
Project Director	\$ 6,000
Math Instructors	\$ 4,000
Tutors	\$ 5,000
(A) TOTAL PERSONAL	\$15,000
(B) SUPPLIES EXPENSES	
(B) SUPPLIES EXPENSES	
(C) RENT	
TOTAL BUDGET	\$ 15,000

BRIDGES
ACADEMIC CENTER OF EXCELLENCE
BUDGET – July 1, 2011 – June 30, 2012

(A) PERSONNAL	
Project Director	\$ 6,000
Math Instructors	\$ 4,000
Tutors	\$ 5,000
(A) TOTAL PERSONAL	\$15,000
(B) SUPPLIES EXPENSES	
(B) SUPPLIES EXPENSES	
(C) RENT	
TOTAL BUDGET	\$ 15,000

Bridges Board of Directors

Member	Title	Business Affiliation
Walter D. Clark	Director	Director/GCFI
Robert Dupree, Jr.	Vice/Chair	Owner/Precautionary In-Home Health
Michael Hanrahan	Treasury	Owner/Flight Director Sales
Melissa Hardy	Secretary	Executive Adm./GCFI
Yvonne Horton	Director	Inglewood/City Clerk
Simone Dilisser	CPA	Financial Consultant
Judith/Trimble	Chairman	Assistance to Pastor/GCFI



Bridges Community Economic
Development Corporation

Judith D. Trimble, Executive Director
Walter D. Clark, Director

MAJOR FUNDING SOURCES

<u>ORGANIZATION</u>	<u>AMOUNT</u>
1. Glory Christian Fellowship Int. (In-Kind)	\$160,000
2. City of Carson	\$ 14,500
3. University of California	\$ 10,500
4. Watson Land Company	\$ 6,500
5. AT&T	\$ 4,000

Note: It should be noted Bridges does not have an annual budget and all programs are supported by grants and any financial short falls are paid by GCFI.

In lieu of Financial Statement Bridges is submitting its 2008 and 2009, IRS 990 Tax Return.

#5



P.O. Box 5044, Carson, CA 90749

PRESIDENT

Gil Smith
Former Mayor/Founder, City of Carson
(310) 538-3037

VICE PRESIDENT

Tony Fernandez
Shell Pipeline Company
(310) 816-2318

SECRETARY

Betty B. Krone
Watson Land Company
(310) 952-6412

TREASURER

Rey Javier
Brea Canon Oil Company
(310) 420-4781

AUDITOR

Gary Sakaguchi
Watson Land Company
(310) 952-6450

IMMEDIATE PAST PRESIDENT

Jim Powers
Terra Pacific Group
(626) 483-6837

BOARD OF DIRECTORS

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(310) 243-2648

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Helen Kawagoe
City Clerk, City of Carson
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Rosalyn Leach
Retired LAUSD Administrator

Eleanor Mack
Retired LAUSD Administrator
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Mary Anne O'Neal
Former Councilwoman, City of Carson
(310) 515-1326

Sheri Repp-Loadman
Planning Manager, City of Carson
(310) 952-1773

Zelice Staples
Bank of America
(310) 547-6630 x 78630

Tom Willoughby
Carson-Gardena Dominguez Rotary Club
(310) 943-7920

Hersel Zahab
Land Development Consultants
(714) 630-5770

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Maria Chavez
Carson Child Guidance Program
(310) 513-8070

Cyndy Lum
Carson Family Resource Center
(310) 513-8070

Carole Keen
Carson Coordinating Council
(310) 515-5563

Office of the City Clerk
Carson City Hall
701 East Carson Street
Carson, CA 90745

December 8, 2010

To the Office of the City Clerk:

Enclosed is the application for the 2011 Community Development Block Grant, the original proposal and requested number of proposal copies. On behalf of the Carson Coordinating Council, we look forward to the application process and working together for our Carson community.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Gilbert D. Smith". The signature is fluid and cursive, with the first name "Gilbert" being more prominent.

Mr. Gilbert D. Smith, President
Carson Coordinating Council

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CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: Carson Coordinating Council
2. Project/Activity Name: Carson Child Guidance Program
(If different from above)
3. Organization Address: P.O. Box 544 Carson, CA 90749
4. Organization's DUNS Number: 07-528-4901 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
School based mental health services and outreach to students in K-12th grades.
6. Location where program services are to be provided (if different from #3 above):
Carson Family Center, Bonita St, Carson St, Dolores St, 232nd Place Schools
7. Contact Person: Cyndy Lum Title: Program Coordinator
Daytime Telephone: 310 513-8070 FAX 310 513-6766 E-Mail: cyndy.lum@lausd.net
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: Gilbert D. Smith Title: Board President (CCC)
Name: LAUSD Title: Procurement/Contracts Division
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 20,600
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
350
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
4,300

- ☒ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☒ Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☒ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

**PROPOSAL FOR THE CITY OF CARSON COMMUNITY
Community Development Block Grant 2011**

NAME OF ORGANIZATION: The Carson Coordinating Council (CCC) is a non-profit, 501 (c) (3) public benefit corporation, established for charitable purposes for Carson residents. The CCC's mission is to improve the quality of life for the Carson community through the development and operation of social and support services for its neediest families and children. Members of the CCC represent a variety of civic, public and private sectors, including community residents, the business and corporate community, the City of Carson, the Los Angeles Unified Schools District (LAUSD), and several California universities, and public and private agencies located in the harbor and greater South Bay communities.

CONTACT PERSONS: Mr. Gilbert Smith is the President of the Coordinating Council. He is former mayor of Carson and was one of the founders of the City of Carson as well as the Coordinating Council. Address correspondence in care of the Carson Coordinating Council to: Post Office Box 5044. Carson, CA 90749. Telephone: 515-5563.

Ms. Cyndy J. Lum, Program Coordinator, Carson Child Guidance Program, may be reached at the Carson Family Resource Center, located at 340 West 224th Street, Carson, CA 90745. Telephone: (310)513-8070 Fax: (310)513-6766.
E-Mail: cyndy.lum@lausd.net

PROGRAM DESCRIPTION: CARSON CHILD GUIDANCE PROGRAM (CCGP)
The Carson Coordinating Council determined a need to address the growing population of at risk youth and troubled families during the late 1970's. As a result of careful prevention planning by the CCC and collaborators, the Carson Child Guidance Program was established in 1978 and began to provide school based individual, group, and family counseling at no cost to Carson residents. This early intervention program has had 32 years of experience providing on-site mental health services to four targeted school sites and during the current fiscal year, additional schools with high poverty levels. The LAUSD identifies schools with high rates of low income families as "Title 1" schools. Since 1978, additional services include parenting groups in English and Spanish, a grandparents support group, consultation with school staff, crisis intervention, and collaboration with community agencies. Also, an off-site clothing closet, a mini food pantry, and seasonal food, school supplies, and toy giveaways are offered to selected families. The latter services are provided to qualified families (subject to HUD guidelines) referred for immediate crisis assistance with the basic necessities of life.

The Carson Coordinating Council initially partnered with the City of Carson's HUD/CDBG planning department and the Los Angeles Unified School District to address the societal issues of youth crime, poor academic success and familial discord. Representatives from the community including citizens, university staff, and the

business sector, joined together in a series of planning meetings to implement a prevention program. The CCGP was born out of this effort to begin a “mental health primary prevention model” that focuses on elementary school students and their families. Through Carson Family Resource Center (CFRC) and School Mental Health staff and their graduate interns, referred students and their families receive much needed services.

District Psychiatric Social Workers and graduate interns are resources to parents, teachers, and administrators who identify children with emotional or behavioral difficulties that require intervention. The goal has remained the same for the past 32 years – to intervene early to improve family functioning and give our young people the skills they need to succeed in the future.

As community support and resources for families become more limited in today's economic recession, the CCC, through the Carson Child Guidance Program, seeks to broaden the network of services providers and donors, which can further support improved family functioning beyond the short term interventions provided. The program serves four primary school sites: Bonita Street School; Carson Street School; Dolores Street School and 232nd Place School. Additional schools are also serviced through the Carson Family Resource Center, which include 13 remaining Carson schools.

TARGET POPULATION AND NUMBER OF PERSONS EXPECTED TO BE SERVED:

Program services are open to all Carson residents with no regard to ethnicity, religious affiliation, citizenship status, and gender or income status. The majority of families referred to our Outreach workers have limited or no medical coverage that often does not include mental health insurance. The Carson Family Resource Center Application Case managers and the Coordinator are Certified Application Assistances (CAA) for the state of California, and are qualified to enroll children in eligible health insurance programs.

This allows our staff to target those families with limited resources and fall within the federal guidelines for low income.

According to our 2010 year statistics, nearly 100 percent of unduplicated clients qualified for the Federal Free and Reduced Lunch Program based on income. In a recent review of referral clients and also, contact with several Principals, there is evidence of a growing number of students who encounter barriers to academic and social success. The Principals shared concerns regarding the effects of poor parenting skills, lack of attention for the social-emotional and educational needs of children. Students appear to be less ready for the academic rigors of school due to minimal adult support at home, negative media influences, bullying and other factors. In addition, all Principals surveyed reported an increase in families living in homeless conditions, in shelters or in multi-family dwellings.

All four schools are eligible for federal assistance based on Title 1 guidelines with an average of 68 percent of students whose income falls within “poverty level” according to

federal criteria. It will be interesting to note if the 2010 census will confirm the 2000 report that 33 percent of the children living in the shared 90745 postal zone live at poverty level. The higher percentage may suggest that poverty is a significant indicator for susceptibility for mental health disorders.

During the 2009-2010 fiscal year a total of 226 unduplicated clients were served through the CDBG funds. Of the combined total of individuals served, 89 (accumulated total for the year) indicated female head of household. The total number of accumulated units of service (duplicated client count) was 2,656 for the year. A profile of the past year (July 2009-June 2010) is as follows:

Ethnicity	Individuals Served	Percentage
Caucasian (non-Hispanic)	07	03
African-American	22	10
Asian/Filipino	37	16
Hispanic/Latino	150	66
Pacific Islander/Hawaiian	06	03
Other	04	02
Total	226	100%

The income level of unduplicated families served through the HUD block grant during the 2009-2010 fiscal year reported **99 percent** are extremely low to low income, well over the 50 percent minimum set by HUD for eligibility.

Client Income Level	Number Served	Percentage
Extremely Low	181	80
Very Low	40	17
Low	05	02
Moderate	02	01
Total	226	100%

During the 2009-2010 fiscal year the following table displays the combined total of accumulated clients served and ethnicity data.

Ethnicity	Number Served	Percentage
African-American	436	16
Caucasian	102	04
Hispanic	1577	59
Asian/Filipino	232	09
Pacific Islander	304	11
American Indian	05	01
Unknown	00	00
Total	2,656	100%

Despite the nearly 25% decrease of HUD funding this past fiscal year, the demand for CCGP counseling services is steadily rising. Our program attempts to serve clients as expediently as possible. No clients are denied on the basis to pay, their legal status, or the type of insurance they may have or not have. Please note that most community based agencies require Medi-Cal insurance or other eligibility criteria which our organization does not. Our staff also continues to respond to crisis situations that arise on school campuses, including the aftermath of community violence, sudden deaths of students or school staff, and other tragic events involving Carson students.

TRACKING AND VERIFICATION OF INCOME

Each referred client, individual or family is requested to complete the CDBG Beneficiary Qualifications Statement at the time of intake. All the mandated information including income level, ethnicity, and female headed household status is included in the Beneficiary Statement form. Verification of income is provided by the client in the form of photocopies of salary pay stubs, federal income tax returns, SSI and unemployment checks, EBT cards, Medi-Cal cards, and Federal free and reduced lunch program application checks. Our case managers routinely assist with the application process for obtaining state health insurance which also requires verification of the Federal Free and Reduced Lunch Program participants on file for our program's access.

For the past 31 years, the CCGP has complied with all necessary documentation and will continue to abide by the federal requirements set by CDBG. Please note that clients who self identify as low income and are unable to provide verification of income due to only being paid in cash or report no income, are not denied service. Also, clients who resist submitting information are not denied service; however these are not counted in the yearly statistics. Whereas other agencies deny services on the basis of income, immigrant status, or lack of Medi-Cal insurance, the CCGP stands by its original mission statement to not limit access to appropriate assistance.

The Program Coordinator is responsible for implementing all appropriate documentation for tracking and verifying the income status of program participants in compliance with HUD federal guidelines. A sample is included in the attachment section.

DETERMINATION OF NEED, GOALS AND PROPOSED INTERVENTIONS

The Carson Child Guidance Program uses the Federal Income Limit Guidelines for determining which school communities meet the eligibility for very low income, low income, and extremely low income levels. The City of Carson's City Development department selected the four schools that qualified for services based on the HUD guidelines when the program was established in 1978.

On a national level, the Department of Health and Human Services has focused for the past decade on school linked services as a model for providing community based health and mental health services for students and their families. The Carson Coordinating Council supports the Carson Family Resource Center, which provides the in-kind

administrative support for the CCGP. The Resource Center is the pioneer Healthy Start Program first established in the Carson community. Linking youth with the school community is seen as a natural setting for providing an array of preventative health and mental health services. This further reduces the stigma attached to seeking needed mental health services. Children are the most vulnerable members of our city, especially when they are exposed to domestic and community violence, family conflicts, poverty, homelessness, and other variables that impede their development.

Over the past several years, the CCGP has noted an increase in the severity of problems that our children and youth face. Many of these children are challenged by negative home and environmental factors such as family instability due to parental separation, drugs, divorce, incarceration, or death; children living in out of home placement; children being raised by mentally ill parents or drug-abusing parents; and families struggling to provide for the basic necessities of life during the current economic downturn. Research indicates that nearly 20 percent of all children have a diagnosable mental health disorder. Long term effects of the societal ills noted above often leads to multi-generational patterns of unstable living conditions, dependence on public assistance, gang affiliation, criminal activity, self-destructive behaviors, and unemployment. Early intervention is the key to reversing this trend.

Our collaborator, the School Mental Health Center, has implemented an evidenced based intervention that focuses on specialized trauma therapy for students who have witnessed community and/or domestic violence. Bonita and Dolores Elementary Schools participated in an evaluation of the students who participated in the 10 week program. Final evaluation results indicate that the students that completed the program showed statistically significant improvement in symptom alleviation and were better able to concentrate in school.

There continues to be year round requests for assistance for daily living needs such as food, clothing, and shelter. Walk-ins and referrals from our local schools frequently request food, clothing and school supplies, help with locating resources for housing or for emergency needs. The rise in unemployment and economic struggles has resulted in many parents seeking support from the Carson Family Resource Center and the Carson Coordinating Council. The Council received a generous gift of donated space from the Good Scouters Club in the Dominguez community. Every Friday our case manager and CCC liaison distribute clothing to referred parents residing in the Carson community. Through the CCC's donors and supporters, store vouchers and emergency stipends have been made available to needy clients whenever possible. Our district's School Mental Health Center's non-profit organization, "Friends of School Mental Health" provided one time grants for several of our Carson families, in need of emergency assistance.

The overarching goal of the Carson Child Guidance Program remains the same since its inception in 1978: "Intervene early in the lives of children who display poor school performance, pre-delinquent and self-destructive behavior." In an effort to eliminate barriers to school success and healthy social relationships, the professional and

paraprofessional staff of the CCGP proposes the following objectives to be accomplished:

- a) Identify children appropriate for counseling intervention and provide individual, group or family counseling. Consult with school staff regarding the social-emotional needs of youth; collaborate in the problem solving process.
- b) Establish parental involvement in the helping process for identified clients and other students. Enhance parenting skills through the Megaskills® Parenting program and the Parent in Control curriculum.
- c) Provide case management services for families in need of linkage to housing, employment, health or legal assistance. Maintain contact with and assist in the development of resources within existing Carson based community organizations.

The success of the program's proposed services will be evaluated using one or more of the following quantitative and qualitative measures:

- 1) Parent and Teacher reports of improvement in grades, work habits and behavior.
- 2) Decrease in the number of office referrals and suspensions.
- 3) Student self reports on improved academic achievement, social skills and citizenship.

During the 2010 Program year, a Teacher Survey was used as a tool to evaluate the progress of students who received six or more sessions of individual or group counseling. Teachers rated the students in five categories: Relating to Peers, Following Directions, Controlling Anger, Cooperation with Authority, and Overall Work Habits. The teachers evaluated the students on a scale from 1 (no improvement) 2 (some improvement) to 3 (noticeable improvement). The areas in which students showed most progress were Controlling Anger (92%), Cooperation with Authority (90%), Relating to Peers (89%), then followed by Following Directions (87%), and lastly, Overall Work Habits (83%). 100 percent of the students showed improvement in one or more of the above areas. We are pleased with the reports of success through effective behavioral interventions. Our program continually seeks to apply best practices and evaluate student progress.

The CCGP at the Carson Family Center is composed of the following staff members: one Licensed Clinical Social Worker; two Associate Clinical Social Workers (FTE: 1.8); one part time Bilingual Student Support Services Case Manager, and one clerical support staff.

Graduate interns with training in mental health from the fields of social work, art therapy and marriage and family therapy are selected and placed at several school sites through the Carson Family Center office. They provide counseling and family support

services. The interns are unpaid staff members who receive professional training from the professional staff. The Program Coordinator is responsible for the implementation of the grant and ensures that appropriate services are rendered to all referred clients.

OTHER SOURCES OF FUNDING OR SUPPORT RECEIVED FOR THE CCGP

There are a number of corporate and community sponsors who participate in maintaining and expanding the program. Under the auspices of the Los Angeles Unified School District's Healthy Start office and the School Mental Health unit, the CCGP is an approved graduate training program for the California State University, Dominguez Hills and Long Beach, Loyola Marymount University, the University of Southern California, and the University of California, Los Angeles. Through these partnerships, graduate students have the unique opportunity to develop their professional counseling skills while Carson families receive the benefit of mental health services, at no cost. This is rare since most agencies restrict their services to only eligible insurance plans or clients who have the ability to pay. The School Mental Health Center funds the professional mental health positions and receives some reimbursement through Medi-Cal insurance and other district funds.

The LAUSD provides in-kind support with free facilities and maintenance costs, supplies, technical assistance, equipment, and personnel support. The monetary contribution of the LAUSD staff positions totals over \$400,000. The combined total amount of free office space, supplies and administrative staff support is estimated to be about \$600,000. The Carson Coordinating Council's volunteer Board of Directors and Advisory Board donate thousands of hours that would calculate into hundreds of thousands of dollars if the equivalent time was paid. The CCC treasurer calculated that over a million dollars is devoted to the Carson Child Guidance through unpaid work by professionals and community members in their respective fields for the Board of Directors. For the past year the CCC was given the donation of leased property to house the Carson Care Closet, for Carson students and their families by a private Carson donor.

The Carson Coordinating Council's community supporters and business partners hold an annual Golf Tournament fundraiser for the CCGP every spring. This event raises the majority of the funding for the Bilingual Case Manager position. The following corporations/business /community and faith based organizations have designated the CCC as a recipient of financial and in-kind donations. Several of the companies are also represented by employees who serve on the Carson Coordinating Council advisory or executive board. Among our contributors are: Watson Land Company; BP Refinery; Shell Oil Products US; CSUDH; Bank of America; Cal Water Service Company; Brea Canon Oil Company; Terra Pacific Group; Carson-Gardena Rotary Club; Good Scouters Club of CA; Kay Calas Foundation; Los Angeles Unified School District; Conoco-Phillips Company; Wells Fargo Foundation; Redondo Beach Church of Spiritual Living; Los Angeles County Sheriff's Department; Northrop-Grumman Corporation; Dominguez Rancho Adobe Museum; United Way and private donors.

**CARSON COORDINATING COUNCIL
Officers and Employees 2010-2011**

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Former Mayor, Carson
(310) 538-3037

Vice-President

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Shell Pipeline Co.
(310) 816-2316

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Eleanor Mack
Retired LAUSD Principal
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Sheri Repp-Loadsman
Planning Manager, Carson
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(310) 513-8070

CARSON CHILD GUIDANCE PROGRAM STAFF

Cyndy J. Lum, LCSW, Program Coordinator

Ms. Lum became the Program Coordinator in August 2006 after serving in the Carson Child Guidance Program for one year under the direction of Nancy Jefferson Mance. She began working for the LAUSD in 1979 after graduating with her MSW from the University of California, Berkeley. Ms. Lum has provided mental health services district wide in a variety of settings, including elementary schools, special education, the San Pedro clinic, preschool programs, local district crisis teams and the local District 8 office. She has been a field instructor for graduate interns from USC, UCLA, CSULB, and Loyola Marymount University since 1990. Ms. Lum coordinated Project PLUS , a comprehensive school based mental health program in the San Pedro area, funded by district grants and foundation grants. Ms. Lum holds a Pupil Personnel Services Credential and has been a Licensed Clinical Social Worker since 1983. She is the Healthy Start Coordinator at the Carson Family Resource Center.

Maritsa Adkins, Bilingual Student Support Services Case Manager

Mrs. Adkins has been at the Family Center since 1996 as a dedicated employee and volunteer. Her presence provides stability for countless numbers of families in the city of Carson. She leads Spanish-speaking parenting classes that are attended by the parents in our community and neighboring communities; case management services to assist in providing the many needed resources for families; and counsels with referred as well as walk-in clients. She has worked as a Case Manager and Community Liaison for District 8 and has a well rounded history of work experience within the support/social services field. Mrs. Adkins cares about the children in Carson beyond the confines of her work day and this is why she has volunteered as a Rolling reader for 13 years. She has raised her two children in the city of Carson. Mrs. Adkins has been in the field of human services for 31 years.

CARSON COORDINATING COUNCIL

Proposed Budget Plan
Fiscal Year 2011 Budget
(July 1, 2010 to June 30, 2011)

Child Guidance Program / Carson Family Resource Center

Balance Forward 6/30/10 (All accounts) 87,894.34

Receipts:

Golf (net of Expenses)	50,000.00
Misc Corp Contributions	7,500.00
HUD funds from City of Carson	13,518.00
City of Carson Family Support	2,500.00

Total Receipts 98,518.00

Expenses:

Lunches (net of inflows)	1,000.00
Grandparents Support Group	2,000.00
Misc. (supplies, Bank charge, printing, intern	6,850.00
Mileage for case manager	250.00
L.A. School District 6/30/10	28,472.52
L.A. School District 2011 (Case Manager)	43,000.00
Admin Contract (CK)	12,000.00
Insurance (BOD/ other) 2 years	4,000.00
Parenting Group Expenses	2,500.00

Reserve 30,000.00

Total Expenses 155,072.52

Forcasted Balance 6/30/2011 (Net Reserve) 31,339.82

CARSON COORDINATING PROGRAM
Proposed Budget Plan
Fiscal Year 2010 Budget
(July 1, 2009 to June 30, 2010)

	General Fund	Guidance Fund	Discretionary Family Center	All Programs
Balance Forward 6/30/10	<u>13,201.59</u>	<u>71,491.87</u>	<u>3,200.88</u>	<u>87,894.34</u>
Receipts:				
Golf (net of Expenses)		50,000.00		50,000.00
Misc Corp Contributios		7,500.00		7,500.00
HUD funds from City of Carson		13,518.00		13,518.00
City of Carson Family Support			2,500.00	2,500.00
Transfer from Guidance Program			10,000.00	10,000.00
Transfer from General Fund		15,000.00		15,000.00
	<u>0.00</u>	<u>86,018.00</u>	<u>12,500.00</u>	<u>98,518.00</u>
Total Receipts	<u>0.00</u>	<u>86,018.00</u>	<u>12,500.00</u>	<u>98,518.00</u>
Expenses:				
Lunches (net of inflows)	1,000.00			1,000.00
Grandparents Support Group			2,000.00	2,000.00
Misc. (supplies, Bank charge, printing,	5,000.00			6,850.00
Mileage for case manager				250.00
L.A. School District 6/30/09		28,472.52		28,472.52
L.A. School District 2011 (Case Manager)				43,000.00
Admin Contract (CK)		12,000.00		12,000.00
Insurance (BOD/ other) 2 years	4,000.00			4,000.00
Parenting Group Expenses			2,500.00	2,500.00
Transfer to Family Center		10,000.00		10,000.00
Transfer to Guidance Program	15,000.00			15,000.00
Reserve		50,000.00		30,000.00
Total Expenses	<u>25,000.00</u>	<u>123,472.52</u>	<u>6,600.00</u>	<u>155,072.52</u>
Forcasted Balance 6/30/2010 (Net Reser	<u>-11,798.41</u>	<u>34,037.35</u>	<u>9,100.88</u>	<u>31,339.82</u>

REPORT OF INTERNAL AUDITOR

To the Board of Directors
Carson Coordinating Council

I have been elected to serve as the Internal Auditor for the Carson Coordinating Council. As such, I have reviewed the books and records of the Carson Coordinating Council (the General Fund, the Child Guidance Fund and the Family Center Fund) for the Fiscal Year Ended June 30, 2010.

Based upon the analytical procedures performed, it appears that the accompanying Statement of Fund Activity for the period July 1, 2009 through June 30, 2010 is true and correct.



Gary N. Sakaguchi
Internal Auditor
Carson Coordinating Council
December 2, 2010

**Carson Coordinating Council
Statement of Fund Activity
7/1/09 to 06/30/10**

	General Fund	Guidance Fund	Discretionary Family Center
Bank Statement Beginning Balance 7/1/2009	<u>27,541.09</u>	<u>46,438.68</u>	<u>4,544.33</u>
Expenses:			
Office Support Contractor	938.00	1,673.00	904.00
Transfer (Guidance to General -Operating)		938.00	
Printing	4,196.08		
Admin	12,000.00		1,000.00
Insurance	1,978.07		
Bank Charges		35.52	
Membership (3/1/10 to 2/28/11) - Carson Chamber of Cor	100.00		
Luncheon catering - Six Magnificent	4,309.88		
Misc (Supplies, Typewriter repair, etc)	689.67	1,495.69	395.45
P.O. Box - rental	92.00		
Golf - Expenses (2010)	21,782.55	200.00	
Relay for Life	800.00		
Mega Skills	400.00	73.24	1,198.02
Christopher C. Newton Memorial Fund (CCNMF)	19,795.32		
Carson-Gardena Rotary Club - Operation Gobble	600.00		
Carson Care Closet	604.63		
LAUSD (Prior year)		13,304.52	
LAUSD (Current year) - Outstanding		22,037.89	
Total Disbursements	<u>68,286.20</u>	<u>39,757.86</u>	<u>3,497.47</u>
Receipts:			
Golf 2009		3,990.00	
Golf 2010	15,270.00	54,731.00	
Contributions (Memberships & Misc)	1,835.00		
Six Magnificent Women - Luncheon	4,164.00		
Donation - Kay Calas	1,000.00	1,000.00	
Donation - Wells Fargo Bank	1,000.00		
Donation - Carson Dominguez Employers Alliance	1,000.00		
Donation - Brea Canon Oil (Operation Gobble)	500.00		
Donation - Cyndy Lum (Operation Gobble)	100.00		
Donation - Watson Land Company (year end)	5,000.00	5,000.00	
Donation - Lighter than Air	120.00		
Donation - Watson Land - Relay for Life - Annual exp	1,000.00		
Transfer (Guidance to General -Operating)	938.00		
Carson Care Closet - Helen Kawagoe	603.63		
Insurance - refund	246.07		
Healthy Families - CA Reimbursement			50.00
Child Care Reimbursement - City of Carson Parent Group			1,840.00
City of Carson Reimbursement			264.00
Interest (Jul 09' to Jun 10')		90.05	
Christopher C. Newton Memorial Fund (CCNMF)	<u>21,170.00</u>		
Total Receipts	<u>53,946.70</u>	<u>64,811.05</u>	<u>2,154.00</u>
Ending Balance (By Program) includes outstanding checks	<u>13,201.59</u>	<u>71,491.87</u>	<u>3,200.86</u>
Total Fund (All accounts) as of 6/30/10	87,894.32		

Community Development Block Grant 2011 Carson Child Guidance Program

Carson Coordinating Council
2011 Community Development Block Grant Program

LINE ITEM BUDGET

Bilingual Case Manager (Direct Services Provider); 16 hours per week with medical, fringe benefits for 12 payroll periods	\$19,360
Supplies and equipment; educational and therapeutic Materials	\$1,240
TOTAL	\$20,600

ATTACHMENTS

Program Name: _____

2010 CDBG BENEFICIARY QUALIFICATIONS STATEMENT

This statement must be completed and signed by each person or head of household (legal guardian) receiving benefits from the described project/activity. Please answer each of the following questions.

1. How many persons are in your household?
For this question, a household is a group of related or unrelated persons occupying the same house with at least one member being the head of the household. Renters, roomers, or borders cannot be included as household members.
(Note that a list of the 2010 Income categories are presented below. Please calculate the combined gross annual income of all persons living in your household from all sources of income).
2. CIRCLE your combined gross annual income

Los Angeles County, California

FY 2010 Income Limit Area	Median Income	FY 2010 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Los Angeles County	\$63,000	Very Low (50%) Income Limits	\$29,000	\$33,150	\$37,300	\$41,400	\$44,750	\$48,050	\$51,350	\$54,650
		Extremely Low (30%) Income Limits	\$17,400	\$19,900	\$22,400	\$24,850	\$26,850	\$28,850	\$30,850	\$32,850
		Low (80%) Income Limits	\$46,400	\$53,000	\$59,650	\$66,250	\$71,550	\$76,850	\$82,150	\$87,450

3. (Per HUD regulations effective FY 2006) You may identify both a Race and a Hispanic Ethnicity. This information is confidential and is only used for government reporting purposes to monitor compliance with equal opportunity laws. Please note that self-identification of race/ethnicity is voluntary. Do you identify yourself as: (Please check which applies)

RACE:

- | | |
|---|---|
| <input checked="" type="checkbox"/> White | <input type="checkbox"/> Hispanic/Black African American |
| <input type="checkbox"/> Black/African American | <input type="checkbox"/> Hispanic/Asian |
| <input type="checkbox"/> Asian | <input type="checkbox"/> Hispanic/American Indian/Alaskan Native |
| <input type="checkbox"/> American Indian/Alaskan Native | <input type="checkbox"/> Hispanic/Native Hawaiian/Other Pacific Islander |
| <input type="checkbox"/> Native Hawaiian/Other Pacific Islander | <input type="checkbox"/> Hispanic/American Indian/Alaskan Native & White |
| <input type="checkbox"/> American Indian/Alaskan Native & White | <input type="checkbox"/> Hispanic/Asian & White |
| <input type="checkbox"/> Asian & White | <input type="checkbox"/> Hispanic/Black/African American & White |
| <input type="checkbox"/> Black/African American & White | <input type="checkbox"/> Hispanic/American Indian/Alaskan Native & Black/African Am |
| <input type="checkbox"/> Am. Indian/Alaskan Native & Black/African Am | <input type="checkbox"/> Other Multi-Racial |
| <input type="checkbox"/> Asian/Pacific Islander | |
| <input type="checkbox"/> Hispanic/White | |

HISPANIC/LATINO ETHNICITY?

- | | | | | |
|---|--|-----|--------------------------|----|
| <input type="checkbox"/> Yes, Mexican/Chicano | <input type="checkbox"/> Yes, Cuban | YES | <input type="checkbox"/> | NO |
| <input type="checkbox"/> Yes, Puerto Rican | <input type="checkbox"/> Yes, Other Hispanic | | | |

4. Please CHECK, yes or no, if FEMALE HEAD OF HOUSEHOLD ☒ Yes ☐ No

ACKNOWLEDGEMENT AND DISCLAIMER

I CERTIFY UNDER PENALTY OF PERJURY THAT THE INCOME AND HOUSEHOLD STATEMENT MADE ON THIS FORM ARE TRUE.

Print Name: <u>Jimmie Joe</u>		DATE: <u>12-1-10</u>	
ADDRESS: <u>1234 Carson St Carson, CA</u>		PHONE NO: <u>(310) 513-8970</u>	
SIGNATURE: <u>Jimmie Joe</u>		Agency Approval: <u>Cydney Sam</u>	

This information you provide on this form is for the Community Development Block Grant (CDBG) Program purposes only and will be kept confidential

Community Development Block Grant (CDBG) Program Income Documentation Requirements

* Each box under "List Gross Monthly Income in Dollars," must be filled in with a number. If you do not have income from that source, mark "0" in the box.

SOURCE OF INCOME	LIST GROSS MONTHLY INCOME IN DOLLARS *	DOCUMENTATION (Please submit as noted below)
Salary	1,960/month	<ul style="list-style-type: none"> Copies of last 3 paychecks and Federal income tax returns; or Employment and salary documentation form and Federal income tax returns.
SSI/SSD - Supplemental Security Income/Disability	0	<p>(the following information must not be older than six months)</p> <ul style="list-style-type: none"> Copy of applicant's monthly award check; or Form SSA-2458 (request from local Social Security Office); or Copy of applicant's award letter; or Bank statements showing direct deposits of applicant's award check
Aid for Families with Dependant Children (AFDC)	0	<ul style="list-style-type: none"> Award letter stating the amount of applicant's benefit; or Copy of applicant's most recent check; or Written statement from Caseworker stating the applicant's benefit amount
General Relief	0	
Pension	0	<ul style="list-style-type: none"> Copy of applicant's most recent pension check; or Copy of pension award letter showing monthly benefits; or Bank statement showing direct deposit of applicant's award check
Alimony	0	<ul style="list-style-type: none"> Copy of applicant's weekly or monthly check; or Court decree establishing payments; (divorce papers); or Affidavit of child support signed by applicant
Child Support	0	
Unemployment Insurance	0	<ul style="list-style-type: none"> Copy of award notice stating applicant's benefits; or Payment booklet; or Unemployment affidavit signed by applicant
Self-Employed Profits	0	<ul style="list-style-type: none"> Account records; or Most current quarterly income tax return (not older than 6 months)
Interest from Bank Accounts and Cash Funds	0	<ul style="list-style-type: none"> Letter from bank manager stating interest earned; or passbook; or Bank statements showing last twelve months of interest; or Most recent Federal income tax return showing interest earned; or Investment statements indicating the amount of dividends earned
Rental Property Income	0	<ul style="list-style-type: none"> Copy of recent rent check; or Rent receipt book; or Copy of property rental agreement signed by current tenant showing monthly rent; or Copy of applicant's income tax return declaring earned rental income (not older than one year)
Other Income not shown above LIST SOURCES	0	<ul style="list-style-type: none"> Attach documentation to support declaration

I certify that the above statements are true. If at any time this information is found to be false or incorrect, and it is then determined that I do not qualify for the program, I understand that I am liable for all costs incurred through the program.

Jimmie Joe
APPLICANT'S SIGNATURE

12-1-10
DATE

07218031
039796



United States Treasury

15-51
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S 451,346,012

Check No.



10 01 07 15 KANSAS CITY, MO

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Pay to
the order of



FOR 31

SSI FOR
OCTOBER

PO BOX
CARSON CA 90749-4765

*****742*00

STATE PAYMENT INCLUDED

REGIONAL DISBURSING OFFICER

VOID AFTER ONE YEAR



4027

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GILBERT D. SMITH
(Former)
SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
DIRECTOR, GOVERNMENT & PUBLIC AFFAIRS

GIL SMITH was born and raised in Los Angeles and has lived in the Carson area for 43 years. He is married, has 3 sons and he is a member of St. Philips Episcopal Church. He was the community leader for the successful campaign to gain approval for the present site of California State University, Dominguez Hills. As the first president of the Citizens Committee for Incorporation, he was a key leader in the establishment of the City of Carson where he served as a founding member of the City Council for 13 years. He also served as Mayor of Carson in 1970-71 and 1974-75.

In his former position with the Southern California Association of Governments he was responsible for developing and managing a coordinated state/federal legislative/media/constituency involvement and intergovernmental relations program which advised/informed member governments, other agencies and the public at large. This includes responding to complex situations regarding programs and organization policies.

He has been an active member of many organizations, and his government and public service experience includes:

GOVERNMENT SERVICE

- o CITY OF CARSON, Former Mayor & founding City Council Member, 13 years
- o LEAGUE OF CALIFORNIA CITIES - Los Angeles Division, former President
- o SO. CALIFORNIA ASSOCIATION OF GOVERNMENTS - former Executive Committee Member and Human Resources Chairman
- o LOS ANGELES COUNTY & CITIES EMERGENCY PREPAREDNESS COMMISSION - Member and former Chairman
- o SO. CALIF. EARTHQUAKE PREPAREDNESS PROJECT - Board Member, SCAG Rep.
- o STATE EMERGENCY COUNCIL - former Member - appointed by Governor Brown
- o STATE HOUSING TASK FORCE, former Member - appointed by Governor Brown
- o STATE DEPARTMENTAL TRANSPORTATION ADVISORY COMMITTEE - first Chairman appointed by Assembly Speaker Bob Moretti
- o STATE AUDITOR GENERAL'S TRANSIT ADVISORY COMMITTEE - former Member and Chairman
- o NATIONAL LEAGUE OF CITIES Transportation Committee - former Member and Vice Chairman
- o LEAGUE OF CALIFORNIA CITIES Transportation Committee - former State and Los Angeles Division Chairman
- o CALIFORNIA CONTRACT CITIES - former Member, Executive Board, and Chairman, Contract and City Managers Committees
- o FEMA BOARD - Emergency Food and Shelter Program - Member and Chairman
- o EPA MERIT PARTNERSHIP - Member Advisory Panel
- o MARITIME ADVISORY COMMITTEE FOR Congressmember Jane Harman
- o DISTRICT ATTORNEY'S ADVISORY COMMITTEE - former Member
- o LOS ANGELES COUNTY ASSESSOR'S ADVISORY COMMITTEE
- o MILITARY SERVICE, U.S. NAVAL RESERVE - Honorable Discharge Member
- o INTERIM CITY MANAGER, CITY OF CARSON - 1998
- o GOVERNMENT & PUBLIC AFFAIRS, Consultant - 1996 - Present

COMMUNITY SERVICE

- o ST. PHILIPS EPISCOPAL CHURCH - VESTRY, Board Member
- o UNITED WAY, INC. - CORPORATE BOARD OF DIRECTORS, Member and former Vice Chairman
- o WESTMINSTER NEIGHBORHOOD ASSOCIATION - Advisory Committee, Member
- o PEOPLE-IN-PROGRESS (PIP) - Board of Directors, Member
- o RED CROSS - Board of Directors, L.A. Chapter
- o BLACK HERITAGE ASSOCIATION - Vice President
- o VICTORIA TOWNHOMES ASSOCIATION - Board of Directors, former President
- o CALIFORNIA STATE SERVICE COUNCIL, American Red Cross - Member
- o BOY SCOUTS OF AMERICA - former Harbor Area Commissioner-At-Large
- o YMCA - Wilcardo Branch Board of Directors, former Member
- o LOS ANGELES ROUNDTABLE FOR CHILDREN - Member
- o COORDINATING COUNCIL - Member Board of Directors - President
- o LOS ANGELES URBAN LEAGUE - Member
- o NAACP - Member
- o EL NIDO SERVICES, Advisory Committee - former Member
- o LOS ANGELES UNIFIED SCHOOL DISTRICT - Community Advisory Committee on Decentralization, former Member
- o CARSON KIWANIS CLUB, former Founding Member
- o CENTERVIEW HOWEOWNERS ASSOCIATION - former President
- o SCHOOL ADVISORY BOARDS: Ambler Avenue; Glenn Curtis, Jr. High; Carnegie, Jr. High; Robert Peary, Jr. High; Carson-Banning Adult School - former Member

EDUCATIONAL BACKGROUND

- o MANUAL ARTS HIGH SCHOOL - Graduate
- o LOS ANGELES TRADE TECHNICAL COLLEGE - Graduate
- o CSU, CHANCELLOR'S ADVISORY COMMITTEE - former Vice Chairman
- o UNIVERSITY OF SOUTHERN CALIFORNIA - SCAPA PRAETORS, Board of Directors, former Member
- o CALIFORNIA STATE UNIVERSITY DOMINGUEZ HILLS - ADVISORY BOARD, Member and former Chairman
- o LOS ANGELES COMMUNITY COLLEGES DISTRICT - RAVEC, former Member
- o HARBOR COMMUNITY COLLEGE - ADVISORY BOARD, former Member
- o GUEST LECTURER: UCLA; USC; CSU Dominguez Hillis; CSU, Los Angeles; CSU, Long Beach; CSU, Fullerton; CSU, San Jose; El Camino College; Harbor College; Pasadena City College; Long Beach City College; Pepperdine University; Claremont Colleges

PROFESSIONAL BACKGROUND

- o SO. CALIFORNIA ASSOCIATION OF GOVERNMENTS - Government and Public Affairs, Director, 1978 - 1996
- o GIL SMITH ADVERTISING ART/AGENCY - Owner 1959 - 1978
- o PROFESSIONAL AFFILIATIONS: Los Angeles Public Affairs Officers Association; Los Angeles Society of Illustrators, (former officer)
- o RANCHO DOMINGUEZ BANK - Founding Member, Board of Directors

AWARDS AND COMMUNITY RECOGNITION - Outstanding Service

- o LOS ANGELES HARBOR COLLEGE, Amicus Collegi - 1975
- o LOS ANGELES SECONDARY SCHOOL ADMINISTRATORS, 1973
- o LOS ANGELES ELEMENTARY SCHOOL ADMINISTRATORS, 1969
- o PARENT-TEACHERS ASSOCIATION, Honorary Life - 1967
- o PARENT-TEACHERS ASSOCIATION, Continuing Service, 1974
- o LUCAS EDUCATIONAL FOUNDATION, 1989
- o BLACK HERITAGE ASSOCIATION, 1980
- o OUTSTANDING YOUNG MAN OF AMERICA, 1970
- o WHO'S WHO IN GOVERNMENT, 1974-75
- o LOS ANGELES COUNTY BOARD OF SUPERVISORS, 1971, 1976, 1979 and 1996
- o CALIFORNIA STATE SENATE, 1971, 1979 and 1996
- o CALIFORNIA STATE ASSEMBLY, 1971 and 1979
- o CONGRESSIONAL RECORD, 1971 and 1979
- o LEAGUE OF CALIFORNIA CITIES, 1975, 1978 and 1996
- o CALIFORNIA CONTRACT CITIES ASSOCIATION, 1979 and 1996
- o SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS, 1979 and 1996
- o COUNTY OF VENTURA, 1996
- o HOUSE OF REPRESENTATIVES, 1996
- o INDEPENDENT CITIES ASSOCIATION, 1996
- o CITY OF CARSON, 1971 and 1996
- o CITY OF AGOURA HILLS, 1996
- o CITY OF GARDENA, 1996
- o CITY OF ROSEMEAD, 1996
- o CITY OF LOMITA, 1996
- o CITY OF RANCHO PALOS VERDES, 1996
- o CITY OF LA PUENTE, 1996
- o CITY OF TEMPLE CITY, 1996
- o CITY OF PICO RIVERA, 1996
- o CITY OF SAN FERNANDO, 1996
- o CITY OF WEST HOLLYWOOD, 1996
- o CITY OF SOUTH EL MONTE, 1996
- o CITY OF SEAL BEACH, 1996
- o CITY OF SANTA CLARITA, 1996
- o CITY OF BELL, 1996
- o CITY OF BELLFLOWER, 1996
- o CITY OF COMPTON, 1971

AWARDS AND COMMUNITY RECOGNITION - CONT'D

- 0 CITY OF ROLLING HILLS, 1996
- 0 CITY OF ROLLING HILLS ESTATES, 1996
- 0 CITY OF PALMDALE, 1996
- 0 CITY OF DOWNEY, 1996
- 0 CITY OF ARTESIA, 1996
- 0 CITY OF CUDAHY, 1996
- 0 CITY OF MALIBU, 1996
- 0 CITY OF TEMECULA, 1996
- 0 CITY OF NORWALK, 1996
- 0 CITY OF EL MONTE, 1996
- 0 CITY OF LOS ANGELES, 1978 and 1996
- 0 CITY OF TORRANCE, 1971 and 1996
- 0 CITY OF HAWTHORNE, 1977
- 0 CITY OF REDONDO BEACH, 1979 and 1996
- 0 CITY OF CALABASAS, 1996
- 0 CITY OF DIAMOND BAR, 1996
- 0 CITY OF MONROVIA, 1996
- 0 EMERGENCY PREPAREDNESS COMMISSION, 1985 and 1994
- 0 UNITED WAY, INC., OF LOS ANGELES, 1979 and 1983
- 0 NAACP, Carson Chapter, 1979 2001
- 0 CITIZEN OF THE DAY - XTRA/KOST, Radio Station, 1970

ADDRESS: 18802 Pepperdine Drive - Carson, California 90746

TELEPHONE: (310) 538-3037 / FAX: (310) 538-3037



The Children's Clinic, Serving Children And Their Families

#6

BOARD OF DIRECTORS

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Holthouse, Carlin & Van Trigt

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Paula Miller

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Phansy Peang

Evangelina Ramirez

Susan A. Wise, Esq.

December 15, 2010

Office of the City Clerk

Carson City Hall

701 East Carson Street

Carson, CA 90745

Dear Office of the City Clerk,

ADVISORY BOARD

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Long Beach Dept. of Health
and Human Services

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Long Beach Memorial Medical Center

Mike Van Dyke, CFP

Shadden Group

Joel Wideltz, M.D.

Kaplan & Wideltz

The Children's Clinic, Serving Children and Their Families (TCC) is pleased to submit this request to The City of Carson for \$15,000 for the Community Development Block Grant program. The goal of this program is to continue to provide high quality health care services to the medically underserved and low income children and their families who reside in the City of Carson.

TCC is committed to providing accessible, affordable health care and health promotion to those in need, and to ultimately better the lives of our patients and the community now and for years to come. This funding will allow The Children's Clinic to continue to be the "safety net with a heart" upon which City of Carson residents depend.

If you have any additional questions regarding this proposal, I will be happy to answer them. Please call me at (562) 933-6631 or via email at pleon@thechildrensclinic.org. I would be pleased to host you for a private tour of the Clinic to see our mission in action. Through your support of TCC, you have enabled us to improve the quality of life for the City of Carson children and families who visit our Clinic. Thank you for your consideration.

Sincerely,

Penelope Leon

Director of Development and Communications

LIFE MEMBERS

Charlotte Bell

Charlotte Bock, M.D.

Carl Cohn, Ed.D.

Janice Cole

Judson Schoendorf, M.D.

Ruth Wright

CITY OF CARSON

Community Development Block Grant—Program Year 2011 Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: The Children's Clinic, Serving Children and Their Families (TCC)
2. Project/Activity Name: Health Care for Uninsured Carson Residents
3. Organization Address: 2790 Atlantic Avenue, Long Beach, CA 90806
4. Organization's DUNS Number: 070-648-001
5. Brief description of project:

The Children's Clinic will provide comprehensive primary, acute and preventive health care for low-income, uninsured children and their families residing in the City of Carson.
6. Location where program services are to be provided (if different from above):

The S. Mark Taper Foundation Children's Clinic Family Health Center
455 E. Columbia Street, Suite 201 and Suite 6, Long Beach, CA 90806

The Vasek Polak Children's Clinic Family Health Center
1057 Pine Avenue, Long Beach, CA 90813

The Children's Clinic Family Health Center in North Long Beach at Hamilton Middle School
1060 East 70th Street, Long Beach, CA 90805

The Children's Clinic at the Long Beach Multiservice Center
1301 West 12th Street, Long Beach, California 90813

The Children's Clinic Family Health Center at Cesar Chavez Elementary School
730 West Third Street, Long Beach, California 90802

The Children's Clinic at International Elementary School
700 Locust Avenue, Long Beach, CA 90813
7. Contact Person: Penelope Leon Title: Director of Development and Communications

Daytime Telephone: (562) 933-6631 FAX: (562) 933-6659 E-Mail: pleon@thechildrensclinic.org
8. Official(s) authorized to sign agreement:

Name: Elisa A. Nicholas, MD, MSPH Title: Chief Executive Officer
9. Amount of CDBG Funds requested for the 2011 Program Year: \$ 15,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested? 300 – 350
11. How many persons (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested? 900 – 950

12. How many persons did your program serve during the period July 1, 2009 - June 30, 2010?

Total Number of Carson Patients and Visits Provided	
Unduplicated Patients	335
Visits	939

13. How many persons do you anticipate your program will serve during the period July 1, 2010 – June 30, 2011? 300 – 350

14. Have you previously received City of Carson funding? Yes No
CDBG X
Non-CDBG funding X

15. If “yes” to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$10,000</u>
Other	N/A	N/A	N/A

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☒ [X] Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ [X] Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ [X] Description of how your program will track and verify the income status of program beneficiaries.
- ☒ [X] An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ [X] Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☒ [X] If your organization does not operate within this City’s boundaries, please explain how your program will benefit City of Carson residents.
- ☒ [X] Brief resume noting the expertise or background of the organization (including how long the program has been in existence) and of the senior staff responsible for the program.
- ☒ [X] List of the organization’s officers (such as board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ [X] Organization by-laws or charter.
- ☒ [X] Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☒ [X] State non-profit status determination letter [State Code 23701 (d)].
- ☒ [X] One (1) page line-item budget detailing the use of CDBG funds requested for the 2009 program year.
- ☒ [X] Full line-item budget of the organization for the 2009 (current) PY (including a listing of funding sources your group receives).
- ☒ [X] Financial statements for the previous (2) years, including at least one year – the most recent year available – of audited financial statements.

The Children's Clinic, Serving Children and Their Families (TCC)
Community Development Block Grant—Program Year 2011
Public Service Programs—Request/Application for Funding

The Children's Clinic, Serving Children and Their Families (TCC) is requesting \$15,000 in core operating support for provision of health care, health promotion and outreach, and social services to low-income, uninsured, and underinsured children and their families residing in the City of Carson. Last year, TCC saw 335 City of Carson patients during 939 health care visits, an increase from the previous year of an additional 33 patients and 68 visits.

DESCRIPTION OF HOW NEED WAS DETERMINED (INCLUDING ANY SUPPORTING DATA) AND HOW PROGRAM WILL MEET NEED:

Much of TCC's uniqueness comes from the unique patient population that it serves. The majority of TCC patients come from the most densely populated, diverse, low-income, underserved zip codes in greater Long Beach and its surrounding communities, Carson being one of those. There is no question that TCC, along with various nonprofit agencies across the country, has lost funding as a direct result of the State of California, county and city budget cuts. Among the cuts have been funds for asthma care, prescription medications, and assistance for enrollment in insurance programs. The number of uninsured patients is increasing (Approximately forty-four (44%) percent of TCC patients are uninsured), which affects TCC's government insurance program revenue streams. Private giving is also being impacted, as many individual donors and private foundations have been severely affected by the recession.

Long Beach unemployment has reached 13.2%, which is higher than both the state of California at 12.1% and the national rate of 10%. The economic crisis disproportionately affects our patient population because they have little cushion between their present circumstances and financial disaster. This financial pinch has hurt other community health centers as well, leaving places like TCC to cover the losses. While providers continue to spread themselves thin, TCC continues to help patients navigate the insurance maze, ensuring that patients are able to maintain continuity of health services.

The comprehensive services provided at each visit (including the visit with a provider, medications, health education, labs and x-rays, social services, and care coordination) have an average cost of \$195.99. TCC's average reimbursement (through government programs) is only about \$125.34, meaning TCC must raise \$70.65 per visit to cover the cost of each visit (36%). In addition, many of the services that are so desperately needed by this population, those that make TCC special, are not reimbursable at all. This includes outreach by health educators; community health workers who work with patients, parents, medical staff, schools, and the community to improve care coordination, certified application assisters who enroll patients in insurance programs, and social workers who link patients to resources such as counseling, food banks, and legal aid.

The City of Carson CDBG program award will help us to fund this ever-widening gap between the direct costs to provide high quality care and what third-party programs are able to pay. **The total cost to The Children's Clinic to provide quality health care services to the City of Carson residents calculates to the amount of \$66,740, which has increased by just over \$2,000 from last year—due to both the increase of patient visits from Carson residents and the average cost to cover visits.** TCC also helps curb health care costs by providing preventative care, keeping patients out of emergency rooms and hospitals. It has been estimated that if non-urgent visits to emergency rooms were sent to the nation's community health centers, it would save the United States over \$18 billion in annual health care costs.

TCC will provide a true medical home to Carson residents by providing 900 - 950 comprehensive health care visits to underserved children, adolescents and adults who reside in the City of Carson. The Children's Clinic provides primary health care services that include preventive health care, acute and chronic care for children and adults, family planning services, selected specialty care, walk-in

immunization clinics, laboratory testing, prescribed medications, 24-hour telephone accessibility to physicians, and pharmaceutical services. TCC also provides access to health education and promotion; chronic disease management for obesity, depression, asthma and diabetes; and an on-site social worker to provide mental health services and referrals to community resources. The support we receive from the City of Carson's CDBG program will allow us to continue to provide high quality health care to the most underserved children and their families who reside in the City of Carson.

Some of The Children's Clinic's activities/programs include:

- **Medical evaluation diagnosis and treatment for children, adolescents and adults**, including the elderly through regular appointments and specialty clinics;
- **The Long Beach Alliance for Children with Asthma (LBACA)**, for which TCC provides leadership in a community coalition to change the profile of childhood asthma in the most affected areas of Long Beach;
- **California Asthma Among the School-Aged Project (CAASA)**, a program designed to reduce health disparities among California school-aged children with asthma, through monitoring of clinic activities, home visits and clinic quality improvement;
- **Health care for the homeless** program, whereby TCC provides health care services and city agency referrals to homeless children at the Long Beach Multi-Service Center;
- **Community Partners Council (CPC)**, an organization that engages and informs community members in order to raise awareness regarding public health policies and practices, works alongside TCC as a key component in the leadership development and spreading of health education and awareness throughout our service area.
- **Reach Out and Read**, a collaborative between TCC, Beach Cities Reading Association and AmeriCorps*VISTA, which provides literacy promotion activities for children and families;
- **Healthy Lifestyles Program**: Through TCC in-clinic and outreach programs, as well as TCC's involvement in Long Beach Alliance for Food and Fitness (LBAFF), this effort is designed to promote achievable lifestyle changes to mitigate the impact of obesity through educational materials, referrals to partnering programs, encouraging leadership and advocacy, and promoting systemic changes to food and built environments;
- **Walk-in Immunization Clinic**, which provides walk in childhood immunizations; in 2009, TCC provided over 30,000 vaccinations through this and in-clinic efforts to immunize those in need;
- **Lion's Pediatric Eye Clinic**, which provides approximately 2,000 comprehensive outpatient visits and 50 eye surgeries each year;
- **Latinos Diabetes Self Management and Prevention Education Program**, a collaborative with the Long Beach Department of Health and Human Services;
- **Increased accessibility**: TCC expanded service hours at the following clinics:
 - The S. Mark Taper Children's Clinic Family Health Center (Main Clinic Site) – Expanded Saturday mornings from 1 to 2 providers. (LA Care Expanded Hours Grant)
 - The Children's Clinic at International Elementary School- Expanded from 2 half days (1 total day) to 2 and ½ days
 - The Children's Clinic at Long Beach Multiservice Center for the Homeless – Expanded from 20 hours to 40 hours per week
- **Service Expansion**: TCC is in the process of expanding The Children's Clinic Family Health Center in North Long Beach at Hamilton Middle School. This clinic will increase from 4 to 8 exam rooms, ultimately doubling our capacity to serve patients in that area.

DESCRIPTION OF THE TARGET POPULATION AND THE SETTING IN WHICH IT IS ANTICIPATED THAT THE SERVICE WILL BE PROVIDED

While TCC struggles to deal with fewer resources and higher demand, our challenges pale in comparison to the struggles of our patients. The population served by TCC's six clinical sites is a culturally and linguistically diverse, socio-economically challenged urban population of all ages. Many of the patients served at TCC are families of the working poor who have no insurance. Almost all of TCC's patients are under 200% of the Federal Poverty Level. Over 43% of them are uninsured, and that number is

considerably increasing. As more and more families are feeling the effects of the economic recession, the case for TCC's services becomes more compelling, as people lose their jobs, their health insurance, and in some cases, their homes. Health care costs continue to skyrocket, and many people are not covered by the government health care system, leaving safety net providers like TCC to fill the gap.

Research has shown that this population has lower utilization of preventive services, such as immunizations and mammograms, than the general population. This population also has great health inequities, with higher rates of chronic disease than the general population. For many patients, access to health care is challenging, with barriers such as high premiums and co-pays or having no health insurance, lack of transportation options, language or cultural barriers, low health literacy (e.g., not understanding the need for preventative care), and psychosocial issues such as family and community violence, poverty, unemployment, inadequate housing, and mental health issues.

The service area of TCC is the ethnically and economically diverse area of greater Long Beach which includes the cities of Carson, Wilmington, Paramount, Compton, Bellflower, Norwalk, Signal Hill, San Pedro, and others. The communities served by TCC have high concentrations of low-income, at-risk families. The ethnic composition of the Clinic population is: 76% Latino, 12% African American, 4% Asian, 3% White, 1% American Indian or Alaskan Native, 1% Native Hawaiian or Pacific Islander and 3% Other. About 58% of patients are female, 42% are male; 66% are children, while 34% are adults. TCC also has large numbers of patients who have chronic diseases such as asthma, diabetes, obesity and depression, and TCC serves over 80% of the children in Long Beach with special health care needs.

The Children's Clinic has provided quality health care services to the underserved and uninsured families of the Long Beach/South Bay area for 70 years. Last year, The Children's Clinic was able to provide over 70,000 visits to over 22,000 children and their families. Specifically from the City of Carson, TCC saw 335 patients during 939 health care visits. Our goal in the coming year is to provide comprehensive pediatric medical care and primary adult care for 300 - 350 Carson residents through 900 - 950 visits.

Services will be provided at TCC's six clinics:

The S. Mark Taper Foundation Children's Clinic Family Health Center (Main Clinic)
455 E. Columbia Street, Suite 201 and Suite 6
Long Beach, CA 90806
(562) 933-0400

The Vasek Polak Children's Clinic Family Health Center
1057 Pine Avenue
Long Beach, CA 90813
(562) 366-5900

The Children's Clinic Family Health Center in North Long Beach at
Hamilton Middle School
1060 East 70th Street
Long Beach, CA 90805
(562) 531-7284

The Children's Clinic Family Health Center at Cesar Chavez Elementary School
730 West 3rd Street
Long Beach, CA 90802
(562) 435-5040

The Children's Clinic at International Elementary School
700 Locust Avenue
Long Beach, CA 90813
(562) 436-4420

The Children's Clinic at the Long Beach Multiservice Center
1301 West 12th Street
Long Beach, California 90813
(562) 733-1147

DESCRIPTION OF HOW YOUR PROGRAM WILL TRACK AND VERIFY THE INCOME STATUS OF PROGRAM BENEFICIARIES

The Children's Clinic verifies income status of program beneficiaries utilizing the income requirements that are provided to us through the Carson CDBG program. All of the patients TCC serves either qualify for Medi-Cal, Public-Private Partnership (PPP), Healthy Families, or have completed a self-certification form of income eligibility. The income requirements for participation in these programs are at least as restrictive as HUD's.

AN EXAMPLE OF THE DOCUMENTATION YOUR PROGRAM WILL OBTAIN FROM PROGRAM BENEFICIARIES TO VERIFY THEIR INCOME STATUS

All TCC patients must fill out an intake form that asks for their monthly income, number of persons in household, whether or not there is a female head of household, among other demographic information. Then it is determined if the patient qualifies for Medi-Cal, Public-Private Partnership (PPP), Expanded Access of Primary Care (EAPC) or Healthy Families, and the required paperwork to verify income is then collected during the registration process. If they do not qualify for one of the above programs they complete a self-certification form of income eligibility. The income requirements for participation in all of these programs are at least as restrictive as HUD's income requirements. (See attached program income guidelines.)

DESCRIPTION OF PROGRAM GOALS AND OBJECTIVES, AS WELL AS YOUR METHOD FOR EVALUATING THE PERFORMANCE AND SUCCESS OF YOUR PROGRAM

Flowing from TCC's mission "to partner with parents and the community to provide quality health care services and health education and promotion to needy children and families," we have established the following goals to improve the health and well-being of the low income, uninsured residents of Long Beach and the surrounding communities:

- To provide direct health services in a culturally and linguistically appropriate manner for children and their families in Southern California communities
- To respond to community-identified physical and mental health needs of children and families
- To partner with parents, patients and the community to develop and provide health education and promotion
- To educate health professionals-in-training in the medical care of children and families in a diverse community
- To educate and advocate for health care needs of children and families
- To create a medical home for children and adults with special health care needs and chronic diseases
- To decrease health disparities as delineated in Healthy People 2010

The primary goal of the CDBG project is to improve the health and well-being of the low income, uninsured and underinsured children and families in the Carson community by providing access to quality, affordable, culturally sensitive and linguistically appropriate healthcare. The following are the goals, measures and outcomes that will allow TCC to measure and track its progress:

GOAL: Improve the health and well-being of the low income, uninsured residents of Carson.

- ❖ Objective 1: Increase access to quality, affordable, culturally sensitive and linguistically appropriate health care for the underserved and uninsured in Carson by providing 900 – 950 patient visits to 300–350 patients per year.

Because this and many of our other objectives are written in concrete, quantitative terms, their effectiveness can be evaluated in fairly simple fashion. For example, TCC will track the number of patients served and patient visits through our Epic practice management (PM) and electronic health records (EHR) system. In addition, this and many other objectives are regularly reviewed by managers, directors, and reported to the Board of Directors on a monthly basis using a “dashboard” report. This report, generated by the Chief Operating Officer, allows us to see progress towards our goals and to implement interventions as needed to ensure ongoing progress. Managers conduct weekly internal audits and chart reviews to ensure the adherence to policies and the provision of effective services. TCC’s success as an organization can be both measured by and attributed to its long history of conducting, supporting, and improving upon its quality assurance activities.

IF YOUR ORGANIZATION DOES NOT OPERATE WITHIN THIS CITY’S BOUNDARIES, PLEASE EXPLAIN HOW YOUR PROGRAM WILL BENEFIT CITY OF CARSON RESIDENTS

While The Children’s Clinic does not physically operate in the City of Carson, it does provide a much-needed service to the residents of Carson that is accessible less than five miles away. TCC provides quality, comprehensive health care services to the uninsured and underinsured residents in Carson at no or low cost; no one is turned away due to the inability to pay for services. In addition, the Clinic provides vouchers for transportation to all residents of Carson, in the event that they do not have the funds to obtain an adequate mean of transportation. Also, The Children’s Clinic’s Health Education and Outreach department provides materials and information about chronic disease management, health coverage options and provides other TCC Clinic services.

BRIEF RESUME NOTING THE EXPERTISE OR BACKGROUND OF THE ORGANIZATION (INCLUDING HOW LONG THE ORGANIZATION HAS BEEN IN EXISTENCE) AND SENIOR STAFF RESPONSIBLE FOR THE PROGRAM

The Children’s Clinic has been providing comprehensive health care services in a culturally sensitive and linguistically appropriate manner to ethnically diverse, low income populations of all life cycles since it was founded in 1939 by a group of concerned pediatricians and community leaders. TCC provided over 1,800 patient visits in its first year of operation, and hasn’t ceased growing since.

For 40 years, TCC’s largest clinic has been on the campus of Long Beach Memorial Medical Center/Miller Children’s Hospital. Providing a true medical home with comprehensive, continuous, coordinated, accessible and patient- and family-centered care, TCC is a respected leader in the community. Since 1999, TCC has opened five satellite sites in the most impacted areas of Long Beach; three on school campuses, one in Central Long Beach and one at the Multi-Service Center for the Homeless. Over ten years ago, TCC expanded its reach to serve all members of the family, providing health care services across the age-span. Building clinics in the community, starting programs to address asthma and diabetes, and providing support groups are ways in which TCC has responded to community-identified needs. In 2002, TCC became a federally qualified health center (FQHC), which secured additional funding and other benefits as well as underscored TCC’s organizational and clinical effectiveness, due to the competitive nature of FQHC designation. A more recent accomplishment has been TCC’s adoption of Epic System’s electronic health records (EHR) and practice management (PM) system. The EHR/PM “go live” event across all six sites was hugely successful, with TCC staff

achieving pre-implementation level productivity within three months, a milestone that was expected to take between six and nine months.

TCC has had unprecedented stability in leadership. Chief Executive Officer Elisa Nicholas, MD, MSPH, who has led the organization for more than 22 years, is a nationally known leader in community health and health care delivery to underserved populations. Dr. Nicholas has been an appointee to the Los Angeles County Children's Planning Council, a member of the LA Care Health Plan Board of Directors, and on numerous steering committees and initiatives involving health care policy at the state and local level. Chief Medical Officer Maria Chandler, MD, MBA, has been with TCC for more than 19 years. She chairs the Medical Economics Task Force and MD/MBA Program of University of California, Irvine, and is also a member of their Admissions Interview Committee. Both she and Dr. Nicholas are diplomats of the American Board of Pediatrics and fellows of the American Academy of Pediatrics.

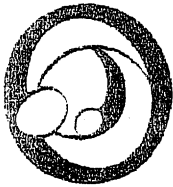
The Children's Clinic's management team includes Jina Lee Lawler, MSW, Chief Operating Officer; Darcel Noble, MBA, Director of Human Resources; Penelope Leon, Director of Development and Communications; and Knut Thune, Chief Financial Officer. The Children's Clinic's pediatric providers are Board-certified pediatricians with academic appointments at the University of California, Irvine (UCI) School of Medicine and certified pediatric nurse practitioners. The providers in the Adult Clinics include Board-certified internists (one is also appointed at UCI), Board-certified family practitioners, and certified family nurse practitioners. TCC's providers consult, teach and lecture locally and nationally on the health care of the underserved, and most are bilingual in English/Spanish. Seventy-two percent of staff is bilingual (Spanish/English and Khmer/English). TCC is a leader in chronic disease management programs, especially on childhood asthma and diabetes. TCC also employs community health workers of various cultural backgrounds that mirror those of our patients.

LIST OF THE ORGANIZATION'S OFFICERS (SUCH AS BOARD OF DIRECTORS) AND OF LOCAL PROGRAM AND SUPERVISORY EMPLOYEES, ALONG WITH A SUMMARY OF THE BACKGROUND OF THOSE INDIVIDUALS.

We have attached the most recent Board Roster as well as some info on TCC's key management staff.

ATTACHMENTS

- Program Income Guidelines (Public-Private Partnership Program, Healthy Families Program,)
- Organization By-laws
- Federal non-profit status determination letter
- State non-profit status determination letter
- One page line item budget detailing the use of CDBG funds requested for the 2010 program year.
- A full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives.
- Financial statements for the previous two (2) years. (Include at least one year – the most recent year available – of audited financial statements.)



HEALTH CARE COUNTABLE INCOME COMPARISON CHART (After Deductions)

(Effective 4-1-2009 through 3-31-2010)

Number of Persons	MAINTENANCE NEED LEVEL 19 and up, also to calculate Medi-Cal Share of Cost	1931(b) APPLICANTS MEDI-CAL Parents & children to age 18*	1931(b) RECIPIENTS MEDI-CAL Parents & children to age 18*	100% FPL MEDI-CAL Children age 6 to age 19	133% FPL MEDI-CAL Children age 1 thru 5	TRANSITIONAL MEDI-CAL 185% FPL	200% FPL MEDI-CAL Pregnant women, infants -1 year Impact Program	250% FPL Healthy Families (except for AIM babies), Working Disabled Medi-Cal	300% FPL KP Child Health Plan, Healthy Kids, AIM, & AMI babies in Healthy Families
1	\$ 600	\$ 903	\$ 398	\$ 903	\$ 1201	\$ 1670	\$ 1805	\$ 2257	\$ 2708
2	\$ 750	\$ 1215	\$ 653	\$ 1215	\$ 1615	\$ 2247	\$ 2429	\$ 3036	\$ 3643
3	\$ 934	\$ 1526	\$ 808	\$ 1526	\$ 2030	\$ 2823	\$ 3052	\$ 3815	\$ 4578
4	\$ 1100	\$ 1838	\$ 961	\$ 1838	\$ 2444	\$ 3400	\$ 3675	\$ 4594	\$ 5513
5	\$ 1259	\$ 2150	\$ 1,094	\$ 2150	\$ 2859	\$ 3976	\$ 4299	\$ 5373	\$ 6448
6	\$ 1417	\$ 2461	\$ 1,229	\$ 2461	\$ 3273	\$ 4553	\$ 4922	\$ 6153	\$ 7383
* Count pregnant women as 2	*2 adults = \$934	*To age 19 if still in high school	*To age 19 if still in high school						
Each additional person, add	\$ 14	\$ 312		\$ 312	\$ 415	\$ 577	\$ 624	\$ 780	\$ 935

Income Limits and Costs

Program Name	Income Limits and Costs
MAINTENANCE NEED LEVEL (MNL)	Medi-Cal allows families a portion of their income for living expenses, called the Maintenance Need Level or MNL. Once other eligibility requirements are met, family size and income determines whether family members can get Medi-Cal at no cost or with a Share-of-Cost (SOC). The MNL determines how much the SOC will be.
1931(b) MEDI-CAL	The income eligibility numbers are lower due to significant income deductions for "recipients". There is no Share-of-Cost with 1931(b).
HEALTHY FAMILIES	Families may be eligible under the 1931(b) figures or the 100% FPL figures.
MINOR CONSENT	Maximum income allowed is 250% of the Federal Poverty Level (FPL), and families are allowed to claim the same deductions the Medi-Cal program allows. Infants (below one year) are eligible if the family income is 200-250% FPL. AIM infants under 2 are eligible up to 300% FPL.
AGED & DISABLED	Minors can receive limited scope Medi-Cal under this program for pregnancy, STD care, family planning, sexual assault or mental health services. There are no income or immigration restrictions for this program.
BREAST & CERVICAL CANCER	People who are 65 and over, or meet the Social Security definition of disabled can qualify for this program if their countable income (income after allowed deductions) is less than \$1,133 for an individual or \$1,579 for a married couple (if both apply). All SSI recipients qualify for Medi-Cal.
FOSTER CARE & ADOPTION	Men or women who are diagnosed with breast cancer or women diagnosed with cervical cancer can qualify for this Medi-Cal program if their income is below 200% FPL.
TUBERCULOSIS	Children who receive federal adoption assistance or foster care maintenance payments must be covered by Medi-Cal. Children leaving the state foster care program at age 18 may retain full scope Medi-Cal benefits regardless of income until they are 21.
	Countable income must be below \$1,433 per month, if married, count only the applicant's income. Limited to outpatient TB related services.

* FPL (FEDERAL POVERTY LEVEL) IS THE AMOUNT OF INCOME THE FEDERAL GOVERNMENT SAYS A FAMILY REQUIRES TO MEET ITS BASIC NEEDS. ALSO KNOWN AS FEDERAL INCOME GUIDELINE (FIG).

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**COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
HEALTHY WAY L.A.**

PPP Healthy Way L.A. Income Verification

133 1/3% FEDERAL POVERTY LEVEL

(Effective April 1, 2009)

FAMILY MEMBERS LIVING IN THE HOME*	GROSS FAMILY INCOME MAXIMUM**
<input type="checkbox"/> 1	at or below \$1,204
<input type="checkbox"/> 2	at or below \$1,620
<input type="checkbox"/> 3	at or below \$2,035
<input type="checkbox"/> 4	at or below \$2,451
<input type="checkbox"/> 5	at or below \$2,867
<input type="checkbox"/> 6	at or below \$3,281
<input type="checkbox"/> 7	at or below \$3,697
<input type="checkbox"/> 8	at or below \$4,113
<input type="checkbox"/> 9	at or below \$4,528
<input type="checkbox"/> 10	at or below \$4,994

More than 10 Members

For each additional member, add \$416

* Include unborn in family size. [Be sure to evaluate family size for potential Medi-Cal eligibility in this case.]

** See opposite side for income verification procedures.

Healthy Families Program

FEDERAL INCOME GUIDELINES FOR JOINING HEALTHY FAMILIES

Income guidelines for joining Healthy Families and no-cost Medi-Cal.

(Guidelines change in April each year.)

Family Size	Child Age 0 to 1 or Pregnant Women Medi-Cal	Child Age 0 to 1 Healthy Families	Child 1 through 5 Medi-Cal	Child 1 through 5 Healthy Families	Child 6 through 18 Medi-Cal	Child 6 through 18 Healthy Families
1	\$0 - \$1,805	\$1,806 - \$2,257	\$0 - \$1,201	\$1,202 - \$2,257	\$0 - \$903	\$904 - \$2,257
2	\$0 - \$2,429	\$2,430 - \$3,036	\$0 - \$1,615	\$1,616 - \$3,036	\$0 - \$1,215	\$1,216 - \$3,036
3	\$0 - \$3,052	\$3,053 - \$3,815	\$0 - \$2,030	\$2,031 - \$3,815	\$0 - \$1,526	\$1,527 - \$3,815
4	\$0 - \$3,675	\$3,676 - \$4,594	\$0 - \$2,444	\$2,445 - \$4,594	\$0 - \$1,838	\$1,839 - \$4,594
5	\$0 - \$4,299	\$4,300 - \$5,373	\$0 - \$2,859	\$2,860 - \$5,373	\$0 - \$2,150	\$2,151 - \$5,373
6	\$0 - \$4,922	\$4,923 - \$6,153	\$0 - \$3,273	\$3,274 - \$6,153	\$0 - \$2,461	\$2,462 - \$6,153
7	\$0 - \$5,545	\$5,546 - \$6,932	\$0 - \$3,688	\$3,689 - \$6,932	\$0 - \$2,773	\$2,774 - \$6,932
8	\$0 - \$6,169	\$6,170 - \$7,711	\$0 - \$4,102	\$4,103 - \$7,711	\$0 - \$3,085	\$3,086 - \$7,711
9	\$0 - \$6,792	\$6,793 - \$8,490	\$0 - \$4,517	\$4,518 - \$8,490	\$0 - \$3,396	\$3,397 - \$8,490
10	\$0 - \$7,415	\$7,416 - \$9,269	\$0 - \$4,931	\$4,932 - \$9,269	\$0 - \$3,708	\$3,709 - \$9,269
Add the following dollar amount for each additional family member:						
	\$624	\$625 - \$780	\$415	\$416 - \$780	\$312	\$313 - \$780

HEALTHY FAMILIES PROGRAM MONTHLY PREMIUMS CATEGORIES A, B, AND C EFFECTIVE APRIL 1, 2009 THROUGH MARCH 31, 2010

Family Size	Category A	Category B	Category C
1	\$904 - \$1,355	\$1,355.01 - \$1,805	\$1,805.01 - \$2,257
2	\$1,216 - \$1,822	\$1,822.01 - \$2,429	\$2,429.01 - \$3,036
3	\$1,527 - \$2,290	\$2,290.01 - \$3,052	\$3,052.01 - \$3,815
4	\$1,839 - \$2,757	\$2,757.01 - \$3,675	\$3,675.01 - \$4,594
5	\$2,151 - \$3,225	\$3,225.01 - \$4,299	\$4,299.01 - \$5,373
6	\$2,462 - \$3,692	\$3,692.01 - \$4,922	\$4,922.01 - \$6,153
7	\$2,774 - \$4,159	\$4,159.01 - \$5,545	\$5,545.01 - \$6,932
8	\$3,086 - \$4,627	\$4,627.01 - \$6,169	\$6,169.01 - \$7,711
9	\$3,397 - \$5,095	\$5,095.01 - \$6,792	\$6,792.01 - \$8,490
10	\$3,709 - \$5,562	\$5,562.01 - \$7,415	\$7,415.01 - \$9,269
For more than 10 persons, add the following amounts for each additional family member.			
	\$313 - \$468	\$468.01 - \$624	\$624.01 - \$780

This program is administered by the Managed Risk Medical Insurance Board (MRMIB).

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Federal Income Guideline

Medi-Cal and Healthy Families

Effective April 1, 2009 through March 31, 2010

Family Size	Child Age 0 to 1		Child Age 1 to 5		Child Age 6 to 18	
	250% Medi-Cal	250% Healthy Families	250% Medi-Cal	250% Healthy Families	250% Medi-Cal	250% Healthy Families
1	\$0 - \$1,805	\$1,806 - \$2,256	\$0 - \$1,200	\$1,201 - \$2,256	\$0 - \$903	\$904 - \$2,256
2	\$0 - \$2,428	\$2,429 - \$3,035	\$0 - \$1,615	\$1,616 - \$3,035	\$0 - \$1,214	\$1,215 - \$3,035
3	\$0 - \$3,052	\$3,053 - \$3,815	\$0 - \$2,029	\$2,030 - \$3,815	\$0 - \$1,526	\$1,527 - \$3,815
4	\$0 - \$3,675	\$3,676 - \$4,594	\$0 - \$2,444	\$2,445 - \$4,594	\$0 - \$1,838	\$1,839 - \$4,594
5	\$0 - \$4,298	\$4,299 - \$5,373	\$0 - \$2,858	\$2,859 - \$5,373	\$0 - \$2,149	\$2,150 - \$5,373
6	\$0 - \$4,922	\$4,923 - \$6,152	\$0 - \$3,273	\$3,274 - \$6,152	\$0 - \$2,461	\$2,462 - \$6,152
7	\$0 - \$5,545	\$5,546 - \$6,931	\$0 - \$3,687	\$3,688 - \$6,931	\$0 - \$2,773	\$2,774 - \$6,931
8	\$0 - \$6,168	\$6,169 - \$7,710	\$0 - \$4,102	\$4,103 - \$7,710	\$0 - \$3,084	\$3,085 - \$7,710
9	\$0 - \$6,792	\$6,793 - \$8,490	\$0 - \$4,516	\$4,517 - \$8,490	\$0 - \$3,396	\$3,397 - \$8,490
10	\$0 - \$7,415	\$7,416 - \$9,269	\$0 - \$4,931	\$4,932 - \$9,269	\$0 - \$3,708	\$3,709 - \$9,269
Add the following amount for each additional family member						
	\$623	\$624 - \$779	\$415	\$416 - \$779	\$312	\$313 - \$779



Long Beach Medi-Cal & Healthy Families Outreach Collaborative

For more information regarding the income guideline please call the

Medi-Cal Outreach Program at 562-570-7979

THE CHILDREN'S CLINIC, SERVING CHILDREN AND THEIR FAMILIES
2790 Atlantic Avenue, Long Beach, CA 90806 Telephone (562) 933-0400, Fax 933-0415
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Mynor Aguirre 11-13	Consumer	Pelican	8405 Clea Street Downey, CA 90241		(562) 291-0255 Work (562) 659-5046 Cell maguirre@pelican.com
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Michael VanDyke, CFP 11-13	Member	Smith Barney	1 World Trade Center, #2000 Long Beach, CA 90831	Financial Consultant	(800) 556-7538 Phone (562) 901-4341 Direct Line (562) 901-4353 Fax (562) 537-8122 Cell mike.vandyke.ii@mssb.com
Susan A. Wise, Esq. 08-11	Member	Susan E. Anderson Wise Law Offices	One World Trade Center, Suite 400 Long Beach, CA 90831	Attorney	(562) 436-9810 Phone (562) 590-9695 Fax swise@susanwiselaw.com

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THE CHILDREN'S CLINIC, SERVING CHILDREN AND THEIR FAMILIES
2790 Atlantic Avenue, Long Beach, CA 90806 Telephone (562) 933-0400, Fax 933-0415
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Ruth Ashley	Long Beach Unified School District	1515 Hughes Way Long Beach, CA 90810	Assistant Superintendent Human Resources	(562) 997-8257 wk (562) 427-9076 fax rashley@lbusd.k12.ca.us Gail - grainwater@lbusd.k12.ca.us
Dave G. Carver, C.L.U.	Carver Financial	100 Oceangate, Suite 800 Long Beach, CA 90802	Business Owner	(562) 216-1816 wk (562) 590-8006 fax dcarver@insvcs.com
Blake Christian	Holthouse, Carlin & Van Trigt	100 Oceangate, #800 Long Beach, CA 90802	CPA	(562) 590-9535 wk blakec@hcvl.com (562) 590-0395 fax
John Cronin, M.D.	Lions Club	12494 Montecito Rd. Seal Beach, CA 90740	President Elect	
Gene Johnson, CPM	GJ Property Services	4335 Country Club Lane Long Beach, CA 90807	Founder & President	(562) 424-7722 hm (562) 424-4669 fax genejohnson4335@msn.com
John W. (Jack) Humphrey, Ph.D.	Diversa Consulting	620 Ultimo Avenue Long Beach, CA 90814	Demographics Expert	(562) 544-6883 (cell) (562) 305-0384 jah.humphrey@gmail.com
Don Knabe, Supervisor c/o Richard Espinosa	Los Angeles County	822 Hall of Administration 500 W. Temple Street Los Angeles, CA 90012	Los Angeles County Supervisor	(213) 974-4444 wk (213) 626-6941 fax respinosa@bos.co.la.ca.us
James R. Kuhl	City of Long Beach	2929 East Willow Street Long Beach, CA 90806	Environmental Services Bureau	(562) 570-2850 wk jakuhl2@yahoo.com kathlene.piper@longbeach.gov
Sally Lane	Miller Children's Hospital	2801 Atlantic Avenue Long Beach, CA 90801	Dir. Of Ambulatory Operations	(562) 933-8005 wk (562) 933-8016 fax slane@memorialcare.org

Advisory Board (cont.)							
Name	Company	Address	Profession	Phone			
Mel Marks, MD	Miller Children's Hospital	2801 Atlantic Avenue Long Beach, CA 90801	Chief Administrative Officer	(562) 933-9701 wk (562) 933-8016 fax mmarks@memorialcare.org			
Teresa Mosqueda	California Community Fdn.	114 West 53 rd Street Long Beach, CA 90805	Donor Relations Officer	(562) 428-4351 hm (562) 881-1433 cell mosqueda@ccf-la.org			
Robin Paterson	American Business Bank	523 W. 6 th Street, #900 Los Angeles, CA 90014	Senior Vice President	(213) 430-4000 wk rpateron@americanbusinessbank.com (213) 627-2895 fax			
Lorie Pickens	Watson Land Company	22010 South Wilmington Ave., Suite 400 Carson, California 90745	Real Estate Asset Management	(310) 952-6416 Phone (310) 513-7916 Fax lpickens@watsonlandcompany.com			
Britt K. Rios-Ellis, Ph.D.	CSULB Health Science Dept.	1250 Bellflower Boulevard Long Beach, CA 90840-8501	Professor	(562) 985-1770 wk (562) 985-4057 wk (562) 985-2384 fax Brittrios@gmail.com			
Suellen Skow	Long Beach Memorial Medical Center	2801 Atlantic Avenue Long Beach, CA 90801	Hospice	(562) 933-0910 wk (562) 933-0995 fax			
Chris Steinhauser	Long Beach Unified School District	1515 Hughes Way Long Beach, CA 90810	Superintendent of Schools	(562) 997-8242 (562) 997-8280 fax cstein@lbusd.k12.ca.us			
Song Tan, MD	Private Practice	411 E. 10 th Street Long Beach, CA 90813	Pediatrician	(562) 491-9292 wk (562) 495-1878 fax stani@aol.com			
Kevin Torres	Long Beach Memorial Medical Center	2801 Atlantic Avenue Long Beach, CA 90806	Vice President Information Services	(714) 377-2968 wk ktorres@memorialcare.org			
Joel Widelitz, MD	Private Practice	10861 Cherry Avenue, #305 Los Alamitos, CA 90720	Pediatrician	(562) 598-4848 wk (562) 598-5949 fax jwidam@aol.com			

THE CHILDREN'S CLINIC, SERVING CHILDREN AND THEIR FAMILIES
 2790 Atlantic Avenue, Long Beach, CA 90806 Telephone (562) 933-0400, Fax 933-0415

LIFE MEMBERS

Name	Address	Phone
Charlotte Bell	5319 Brittain St. Long Beach, CA 90808	(562) 425-3367
Charlotte Bock, M.D.	2571 W. La Palma Anaheim, CA 92801	
Carl A. Cohn, Ed.D.	5006 Hastings Road San Diego, CA 92116	
Janice Cole	5251 Los Flores St. Long Beach, CA 90815	(562) 597-6326
Judson Schoendorf, M.D.	2600 Redondo Avenue Long Beach, CA 90806	(562) 988-7199 (562) 988-7336 Fax JSchoendorf@healthcarepartners.com
Ruth Wright	5567 Lonna Linda Drive Long Beach, CA 90815	(562) 498-2050

The Children's Clinic Staff

Elisa Nicholas MD, MSPH, Chief Executive Officer (562) 933-0430 -e-mail – enicholas@memorialcare.org
Ivy Reynaga – Executive Assistant – (562) 933-0432 – Fax (562) 933-0415
 Maria Chandler, MD, MBA., Chief Medical Officer (562) 933-0446 - e-mail– inchandler@memorialcare.org
 Jina Lee Lawler, MSW, Chief Operating Officer (562) 933-0506 – e-mail – jlawler@thechildrensclinic.org
 Penelope Leon, Director of Development and Communications (562) 933-6631 – e-mail – pleon@thechildrensclinic.org
 Darcel Noble, Director of Human Resources (562) 933-0537 – e-mail – dnoble@memorialcare.org
 Knut Thune, Chief Financial Officer (562) 933-6645 e-mail – kthune@thechildrensclinic.org

Biographical Sketches for Key Management Staff

Employee Name: Elisa A. Nicholas, MD, MSPH

Position Title: Chief Executive Officer

Dr. Elisa Nicholas has been the Chief Executive Officer of The Children's Clinic for over 22 years, where she has become a nationally known leader in community health and health care delivery to underserved populations. She has advocated for health care to the underserved at a local, state and national level for the past 24 years. She is a founding member of the Long Beach Community Health Council (LBCHC) and the Community Clinic Association of Los Angeles County (CCALAC) and member of the Los Angeles County Children's Planning Council, appointed by County Supervisor Don Knabe. She received her medical training at UCLA, her pediatric resident training at Yale, residency training in preventive medicine and a Master of Science in Public Health (MSPH) at UCLA while a Robert Wood Johnson Clinical Scholar. She is a Diplomat of the American Board of Pediatrics and a Fellow of the American Academy of Pediatrics (AAP) where she served on the Executive Committee of the Section of Community Pediatrics. Under her leadership, TCC has expanded its health care delivery system and moved beyond its walls to reach out to families, schools and the community.

Dr. Nicholas was Chief of Staff at Miller Children's Hospital, is a steering committee member of California Asthma Partners and is a member of Children's Asthma Management Program (AMP). She has received numerous awards in asthma care and community health programs, such as, Senator Alan Lowenthal's "Women of the Year" award, the California League of Conservation Voters 5th Annual Environmental Leadership Award, the Community Service Award from Blue Cross and the Community Health Star Award from the Clinic Association of Los Angeles County. Dr. Nicholas has spoken at numerous conferences locally, nationally and statewide, including, naming a few: The Southern California AQMD Asthma Conference, The Southern California Public Health Association meeting, the American Public Health Association's Annual Conference, and The California Healthcare Foundation's Conference on Chronic Disease Care.

Employee Name: Maria Young Chandler, MD, MBA

Position Title: Chief Medical Officer

Dr. Maria Chandler graduated from the University of California, Irvine (UCI) School of Medicine and Pediatric Residency Training Program and has served for over 18 years at TCC. She is a Diplomat of the American Board of Pediatrics and a Fellow of the American Academy of Pediatrics. Dr. Chandler has also participated in numerous trainings in chronic disease management and quality improvement initiatives, including the Bureau of Primary Health Care Health Disparities Diabetes Collaborative. As the Chief Medical Officer, Dr. Chandler supervises the daily medical activities of TCC under the direction of the Chief Executive Officer to provide quality comprehensive health care services, she also oversees both Associate and Assistant Medical Directors.

Employee Name: Jina Lee Lawler, MSW, LCSW

Position Title: Chief Operating Officer

Ms. Jina Lee Lawler was hired in June 2008 to carry out the operations of this comprehensive health center. She received her Master's in Social Work from the University of Illinois, Urbana-Champaign and received her License in Clinical Social Work in 1997. She has over 13 years of experience in health care systems, budgeting, program development, non-profit health care

management, community development, and working with underinsured and insured populations both at the local and national level. Prior to her position at TCC, she was the founding Executive Director of Moloka'i Ohana Health Care, Inc., a new start Federally Qualified Health Center. She also worked at the American Academy of Pediatrics providing technical assistance to pediatricians and other health professionals interested in increasing access to child health initiatives. In addition, her professional experience includes creating a thriving outpatient community health center while developing multiple social service programs for a multi-cultural population in Chicago's Uptown neighborhood. Ms. Lawler is dedicated and committed to TCC and will use her skills and experience to carry out the goals and objectives of this program.

Employee Name: Knut Thune

Position Title: Chief Financial Officer

For the past 14 years, Knut Thune has been the Chief Financial Officer of The Children's Clinic. Prior to coming to The Children's Clinic, Mr. Thune worked as the Chief Financial Officer of Greater Los Angeles World Trade Center Association and as the Company Controller of Knott's Berry Farm. Mr. Thune combined his substantial experience with nonprofit organizations with his expertise in financial planning to help The Children's Clinic grow from one site located on the campus of Long Beach Memorial Medical Center to a system of six clinics located throughout greater Long Beach.

Employee Name: Cristina Faiver

Position Title: Interim Director of Health Education and Outreach

Cristina Faiver has a Masters of Public Health from the University of Michigan School of Public Health (UMSPH), specializing in Health Behavior and Health Education. Prior to working at TCC, Cristina conducted primary research on Asthma prevention and control educational techniques as a research assistant for two years on the Detroit Middle School Asthma Project, and gathered quantitative and qualitative data for the Women with Asthma Study for one year at the UMSPH. She also conducted a process evaluation of policies and strategies employed by Centers for Disease Control Division of Diabetes Translation and state diabetes programs to combat the disproportionate prevalence of diabetes in the Hispanic and Latino population of the U.S. As HEO Manager, Cristina oversees the health education and eligibility activities and programs TCC provides, including but not limited to Certified Application Assistants, health education program development, and Community Health Workers. She will receive her Certification in Health Education Specialization (CHES) in April 2011.

Employee Name: Darcel Noble

Position Title: Director of Human Resources

Darcel Noble has been with The Children's Clinic for over 6 years. She has nearly 20 years of experience in human resources management. Ms. Noble holds a Masters in Business Administration from the University of Redlands and Bachelor of Science in Human Resources Management from California State Long Beach. She is responsible for overseeing all areas of human resources for TCC which includes recruitment, employee relations, organization development and benefits. Prior to joining TCC, Ms. Noble was a Western Region Human Resources Manager for Casey Family Programs, her region covered Hawaii, Arizona and California.

THE CHILDREN'S CLINIC
INCOME STATEMENT - TOTAL TCC CONSOLIDATED
BUDGET 2009-10

DESCRIPTION	AMOUNTS	%
UNRESTRICTED ACTIVITIES		
Revenues		
Patient Care Revenues	7,941,882	60.7%
Government Grants	1,826,909	14.0%
Foundations/ Grants	2,635,102	20.1%
Corporations	20,000	0.2%
Individuals	101,600	0.8%
Events	174,027	1.3%
Community Service Organizations	20,000	0.2%
United Way	10,000	0.1%
Shared Benefits	0	0.0%
Other Revenues	355,500	2.7%
Donated Services & Other	0	0.0%
Total Revenues	13,085,020	100.0%
Expenses		
Physicians	2,962,674	22.6%
Pharmacy and Dispensary	398,504	3.0%
Lab & Radiology	153,519	1.2%
Nurse Practitioners	395,174	3.0%
Nursing (RNs, LVNs, MAs)	1,910,807	14.6%
Program Services	78,397	0.6%
Mental Health & Social Services	120,184	0.9%
Health Education & Outreach	563,621	4.3%
Front Office	1,518,424	11.6%
Billing	361,342	2.8%
Development	397,728	3.0%
Information Technology	263,556	2.0%
Human Resources	207,148	1.6%
Finance	676,332	5.2%
Administration	1,197,211	9.1%
Facilities	948,497	7.2%
Donated Services & Other	0	0.0%
Total Expenses	12,153,120	92.9%
Change in Unrestricted Net Assets	931,900	7.1%
TEMPORARILY RESTRICTED ACTIVITIES		
Revenues	199,996	1.5%
Change in Interest in Charitable Remainder Trust	25,000	0.2%
Assets Released from Restrictions	(1,736,386)	-13.3%
Change in Temp. Restr. Net Assets	(1,511,390)	-11.6%
PERMANENTLY RESTRICTED ACTIVITIES		
Change in Interest in MMC Foundation - Endowments	100,000	0.8%
Interest in MMC Foundation - New Endowments	0	0.0%
Change in Permanently Restricted Activities	100,000	0.8%
Total Change in Net Assets	(479,490)	-3.7%
Patient Visits	66,000	100.0%

THE CHILDREN'S CLINIC
INCOME STATEMENT - TOTAL TCC CONSOLIDATED
BUDGET 2009-10

DESCRIPTION	AMOUNTS	%
FUNCTIONAL EXPENSES		
Personnel Expenses		
Salaries & Wages	7,531,616	57.6%
Payroll Taxes	549,115	4.2%
Employee Benefits	1,152,612	8.8%
Total Personnel Expenses	9,233,343	70.6%
Other Expenses		
Pharmacy	149,379	1.1%
Laboratory	124,339	1.0%
Radiology	29,181	0.2%
Medical Supplies	141,205	1.1%
Program Supplies	100,079	0.8%
Catering/Food Service	56,682	0.4%
Dues & Subscriptions	74,240	0.6%
Education, Training & Conferences	26,252	0.2%
Contract Services	455,235	3.5%
Travel & Mileage	22,686	0.2%
Office Supplies	84,404	0.6%
Printing and Copying	41,504	0.3%
Publications	4,019	0.0%
Telephone	73,310	0.6%
Postage and Freight	21,735	0.2%
Service Charges	42,687	0.3%
Computer Expenses	64,147	0.5%
Insurance	22,107	0.2%
Storage	17,222	0.1%
Advertising and PR	1,853	0.0%
Auditing	51,418	0.4%
Taxes & Licenses	15,995	0.1%
Interest Expense	0	0.0%
Revenue Adjustment Reserve	317,675	2.4%
Gain/Loss on Disposal of Assets	1,694	0.0%
Rent	242,082	1.9%
Rental Equipment	44,775	0.3%
Repair & Maintenance	123,849	0.9%
Utilities	28,554	0.2%
Depreciation	541,470	4.1%
Donated Services & Other	0	0.0%
Total Other Expenses	2,919,777	22.3%
Total Expenses	12,153,120	92.9%

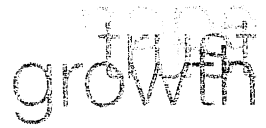
THE CHILDREN'S CLINIC
Serving Children and Their Families

Budget
2011 - 2012

Personnel	
Pediatrician	\$ 7,738.00
RN Nurse	4,368.00
Medical Assistant	6,240.00
Receptionist	4,680.00
Administrative Personnel	2,496.00
Total Salaries	<u>\$ 25,522.00</u>
Payroll Taxes & Benefits	7,146.00
Total Personnel	<u><u>\$ 32,668.00</u></u>
 Other Expenses	
Pharmacy	\$ 1,474.00
Medical Supplies	524.00
Operating & Office Supplies	685.00
Rent	2,087.00
Utilities	
Telephone	272.00
Other	106.00
Transportation	84.00
Insurance	82.00
Licensing fees	59.00
Copying/Printing	169.00
Total Other Expenses	<u><u>\$ 5,542.00</u></u>
 TOTAL	<u><u>\$ 38,210.00</u></u>
 Total Amount Provided by the City of Carson	<u><u>\$ 15,000.00</u></u>

Project Description:

The Children's Clinic Program for serving the uninsured and underinsured children and their families from the City of Carson.



December 15, 2010

Office of the City Clerk
Carson City Hall
701 East Carson Street
Carson, CA 90745

To Whom It May Concern:

On behalf of El Nido Family Centers, I would like to submit one (1) City application, one (1) original, and seven (7) copies of the City of Carson, Community Development Block Grant proposal for Program Year 2011.

If you have any questions, please contact me at 818-830-3646.

Sincerely,

Liz Herrera, LCSW
Executive Director

Administration Office
10200 Sepulveda Blvd., Suite 350
Mission Hills, California 91345
Tel: 818.830.3646
Fax: 818.891.6547
www.elnidofamilycenters.org

Executive Director
Liz Herrera, L.C.S.W.

Board Officers
Fred Samulson, Ph.D.
President

Paul Doucette
Edith Eddleman-Robinson
Vice Presidents

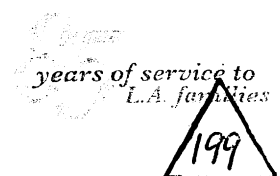
Carole Keen
Secretary

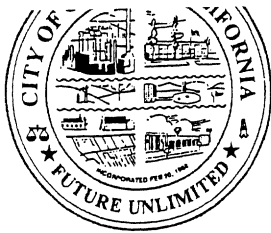
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Helen Wolfe, M.D.

To contact us in
Antelope Valley, Carson,
Compton, Pacoima, Santa Monica,
Mission Hills, South Los Angeles,
please call 818.830.3646





CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: El Nido Family Centers
2. Project/Activity Name: Carson Youth and Family Services
(If different from above)
3. Organization Address: 10200 Sepulveda Blvd., Ste. 350, Mission Hills, CA 91345
4. Organization's DUNS Number: 114432461 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):

Child Abuse Treatment, Delinquency Prevention, and Services to Pregnant and Parenting Teens.

6. Location where program services are to be provided (if different from #3 above):

460 Carson Plaza Drive, Ste. 106, Carson, CA 90746

7. Contact Person: Liz Herrera Title: Executive Director

Daytime Phone: 818-830-3646 FAX: 818-891-6547 E-Mail: herrera@elnidofamilycenters.org

8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #7 above):

Name: Same as above

Title: _____

Name: _____

Title: _____

9. Amount of CDBG funds requested for the 2011 Program Year: \$ 20,000

10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?

70 unduplicated clients

11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?

1,050



12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

91 unduplicated clients 1,365 duplicated clients

13. How many persons do you anticipate that your program will serve during the period July 1, 2010-June 30, 2011?

80 unduplicated clients

14. Have you previously received City of Carson funding?

Yes No

CDBG

 X

Non-CDBG funding

(please indicate type/source)

 X

15. If 'yes' to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$15,000	\$14,520	\$13,000
Other	\$	\$	\$

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- [√] Description of how the need was determined (including any supporting data) and how the program will meet the need.
- [√] Description of the target population and the setting in which it is anticipated that the service will be provided.
- [√] Description of how your program will track and verify the income status of program beneficiaries.
- [√] An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- [√] Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- [√] If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- [√] Brief resume noting the expertise and background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- [√] List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- [√] Organization by-laws or charter.
- [√] Federal non-profit status determination letter [IRS Code 501 (c) (3)].

- [√] State non-profit status determination letter [State Code 23701 (d)].
- [√] One (1) page line item budget detailing the use of CDBG funds requested for the 2011 program year.
- [√] Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- [√] Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson, California 90745, or by phone at (310) 233-4862, or by e-mail at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

El Nido Family Centers
CDBG 2011 PY--Program Proposal Description
Carson Youth and Family Services--Child Abuse Treatment, Delinquency Prevention and Teen Family Services.

Description of How Program Need Was Determined:

The need for the proposed program was determined through analysis of official data, published research findings, interviews with local officials and El Nido Family Centers' decades of experience in Carson. Needs assessment covered general demographics and the program's three issue areas.

Although the City of Carson has higher median and mean household incomes than L.A. County as a whole, a significant proportion of families locally meet the income eligibility requirements for CDBG services. According to the most recent available U.S. Census data (2006-2008 estimates at <http://factfinder.census.gov/>), nearly one-third of Carson's 20,711 families had annual incomes under \$50,000 during that period. Given Carson's larger than average (compared to the County, State and U.S.) occupancy per household (3.73) and family size (4.15), most of these families would qualify as moderate income or below. Nearly one in five Carson families was headed by a single female (no husband present), and over a third (34.7%) of all households included children (under age 18). The poverty rate then for female-headed families with children present was 14.6%, and even higher (23.6%) for those with young children (under age 5), figures which have likely increased since. The unemployment rate (2006-08 Census estimates) for Carson (6.5%) was closely on point with the L.A. county average (6.6%), which has nearly doubled (Bureau of Labor Statistics, October, 2010). Children from low-income families are at increased risk for the three problems El Nido's Carson program addresses: child abuse/neglect, juvenile delinquency/gang involvement, and teen parenting.

A 2008 report by the Children's Bureau (U.S. Administration for Children & Families) reveals the scope and nature of the problem of child abuse/neglect in the United States. An estimated 905,000 children were found to be victims of child abuse or neglect in calendar year 2006. The maltreatment rate that year had risen to 12.1 per 1,000 children. The report goes on to break down the types of maltreatment: "64.1 percent of victims experienced neglect, 16.0 percent were physically abused, 8.8 percent were sexually abused, 6.6 percent were psychologically maltreated, and 2.2 percent were medically neglected. In addition, 15.1 percent of victims experienced such "other" types of maltreatment as "abandonment," "threats of harm to the child," or "congenital drug addiction." The Department of Children and Family Services (DCFS) most recent figure on current active caseload for all of Los Angeles County is 33,746 (DCFS Fact Sheet, November 2010). Zip code level data is no longer available from DCFS. However, the most recent local data (November, 2007) reported the number of children on the active caseload in Carson as 510. That figure represented a 38% increase over the level in 2003. Recent local data is available for new abuse allegations (U.C. Berkeley's Child Welfare Dynamic Report System). The 12-month number (2009) of abuse allegations in Carson was 789. El Nido's efforts focus on active collaboration with DCFS workers to best address past trauma and prevent future harm among children referred, including the very young and those parented by teens.

According to the United Way's comprehensive report *From Cradle to K* (2001): "The emotional and mental harm of child abuse is as troubling as the physical injury: infants raised in stressful, abusive homes can develop abnormal levels of brain chemicals that lead to impulsive, aggressive or withdrawn behavior." The report further states that child abuse victims are over-represented among school dropouts, juveniles arrested and pregnant/parenting teens, but that there is hope—the damage may be mitigated by intervention from caring adults. United Way's analysis is confirmed by multiple research

findings, cited in the National Clearinghouse's publication *Long-Term Consequences of Child Abuse and Neglect* (March 2004). This report also describes the impact on the society as a whole. Direct costs include those associated with maintaining child welfare systems and related expenditures by the law enforcement, judicial, health and mental health systems. Indirect costs include: "juvenile and adult criminal activity, mental illness, substance abuse, and domestic violence. They can also include loss of productivity due to unemployment and underemployment, the cost of special education services, and increased use of the health care system."

Child welfare systems, in Los Angeles and nationally, are overwhelmed, under-funded and compromised in their ability to provide protection. *L.A. Times* editorials ("To Protect the Children", November 21, 2010) have spoken to the challenges facing the County Department of Children and Family Services (DCFS), and multiple articles (e.g., "Abuse Begets Abuse in Family's Brutal Legacy," November 29, 2009) have exposed the inter-generational cycle of abuse/neglect and the system-wide problems. In extreme cases, such as that highlighted in the article, children have died at the hands of abusive caretakers, while under the "jurisdiction" of child protective services. DCFS workers struggle daily just to track their large caseloads. Their duties do not include treatment to prevent further abuse/neglect or to help children recover from mistreatment. That responsibility is assumed primarily by organizations such as El Nido, with only minimal and declining County support. The National Clearinghouse states that only 59% of abused/neglected children who come to the attention of authorities receive any intervention services; services are not likely to be introduced until a child suffers repeated incidents and/or multiple types of maltreatment. El Nido's child abuse specialists serve not only as therapists, but also as advocates, ensuring that vulnerable children get the attention they need and deserve. El Nido is a particularly vital resource for Carson's Latino families who require professional counseling in Spanish. Foster families located in Carson continually turn to El Nido to help the traumatized children in their care. The demand for these services far exceeds El Nido's capacity; the Carson office consistently has a waiting list of children/families seeking treatment.

Gang violence, juvenile delinquency and academic underperformance continue to be significant issues in Carson. Overall, police activity responding to crime in the City of Carson increased by 11%, from 4,869 arrests in 2008 to 5,399 in 2009. Serious or Part I crimes also rose, by an alarming 26%, from 3,121 in 2008 to 3,941 in 2009. A total of 373 juvenile arrests were reported locally in 2009, down from 444 in 2008 (<http://www.lasd.org/sites/yir9600/yir2008/206207.pdf>), according to the LA County Sheriff's Department (LASD). However, nearly half were for Part I crimes, which included robbery, aggravated assault, and burglary. Like all Southern California law enforcement agencies, the Los Angeles Sheriff's Department continues to focus on reducing crime related to the area's many gangs, which recruit youth at increasingly younger ages and from every ethnic group (White/Anglo, Latino, African American and Filipino). Probation Officer Arthur Williams clearly enumerated some factors that make young people vulnerable to gang influence and/or delinquency, including: truancy (combined with lack of supervision by parents, who are unaware that their children are not in school); family conflict; inability to manage strong emotions, such as anger; and substance abuse. Local law enforcement officers (e.g., Probation Officer Williams) continue to identify youthful offenders and those at risk for referral to El Nido. Officer Williams stated that he highly values El Nido's program in Carson, because it serves low-income youth at no cost to the family and/or without requiring third-party reimbursements (such as private health insurance or Medi-Cal). He also cited El Nido as the only agency providing group counseling on Carson school campuses (a natural environment for students, thereby avoiding the stigma of mental health treatment and overcoming transportation barriers as well).

Carson High School in particular relies on El Nido to provide counseling to students with attendance, performance and/or behavior problems. Carson High students lag behind their counterparts in the state,

the nation and even L.A. County. It falls in the lowest 20% on the Academic Performance Index (State Department of Education/Data Quest and Ed-Data Partnership, 2010), with a ranking of 2 (on a 10-scale) among all high schools statewide and a rank of 1 compared to similar schools. Approximately half of Carson students (47-51%) qualified for free/reduced price meals based on their low-income level (<http://www.ed-data.k12.ca.us> for 2008-09 and CDE Dataquest, 2010). According to the California Standards Test Report (STAR), by 11th grade, only 29% of students attending Carson High scored as proficient or advanced in English/ Language Arts in 2010. In Math, 11th graders performed even lower, with 86% of Carson students *failing* to demonstrate mere proficiency (and, of those, 63% were “below basic” or “far below basic”). The reported 4-year derived dropout rate for Carson High is 24.2%, up 7% from a year ago (CDE Dataquest, 2010). Additionally, the U.S. Census indicates that 10.7% of adults (age 25 and older) in Carson have less than a 9th-grade education, and thus may never have entered high school. Students requiring services include both those at risk of school failure/dropout and those who are victims of or at risk for joining gangs. Ironically, while underlying emotional, behavioral and family problems can compromise children's educational progress, schools increasingly lack the resources to address these issues because of budget cuts and the pressure to focus on test scores. Students referred to El Nido by school personnel often have histories of parental abandonment (particularly absent fathers), family substance abuse problems, child abuse, domestic violence, and social isolation. Clinical staff/interns also serve youth referred by the Probation Department, working closely with Officer Arthur Williams (cited above) to coordinate service delivery and meet the comprehensive needs of clients and their families.

According to the National Center for Health Statistics, teen birth rates in the United States have declined dramatically over the past 15 years; a 34% decline from 1991 to 2005 (*AmJ Public Health* 2006). However, from 2005 to 2006, the U.S. teen birth rate (15-19 years) slightly increased (3%). This increase (40.5 per 1,000 to 41.9 per 1,000) marks the largest growth in teen birthrates since 1989-1990 (U.S. Department of Health and Human Services: National Vital Statistics Report: *Births: Final Data for 2006*). Additionally, the U.S. continues to have the highest teen birth rate of 50 industrialized countries. California's teen birth rate remains lower than the national average, but reflects the nationwide trends. California made great strides reducing teen births in the 90's, with state rates declining by 46% since 1991. However, more recently, California has seen less dramatic decreases in teen births, and actually experienced a 6% increase from 2005 - 2007. In 2009, the state showed a slight decrease (-7.5%) once again, with 48,359 babies born to California mothers under age 20, compared to 52,328 the prior year. The City of Carson (zip codes 90745 and 90746), however, experienced no such decrease in the past year. In fact, the number of babies born to Carson teens (118) actually rose by 12% from 2008 to 2009. This is on top of a 6% increase the prior year (California Department of Health Services, *Vital Statistics*). Births to teens also represented a higher proportion of all births in Carson (more than 11%) than in California as a whole (9%).

The challenges of teen parenting are significant—for both young mothers and their offspring. Compared to older counterparts, teen mothers are less likely to complete high school or go to college and much more likely to be single parents, live in poverty, and depend on welfare (National Campaign to Prevent Teen Pregnancy, “Teen Pregnancy—Why it Matters”, 2008). Their babies have higher incidences of birth defects and other health problems; developmental delay and infant death. Both adolescent mothers and their children receive less medical care, despite having more health problems; medical attention they do receive is likely to be supported by public benefits (i.e., Medi-Cal). The risk of child abuse/neglect doubles for children of teen parents. As they grow up, these youngsters are prone to school failure/drop out, juvenile delinquency and becoming pregnant while still in adolescence.

How Program Will Meet the Need—Services to Be Provided:

Child Abuse Prevention/Treatment Component: El Nido's Child Abuse Prevention and Treatment Program provides evidence-based services in various modalities. **Intake and Assessment** uses well researched tools to assess risk factors, symptoms of trauma, and child/family functioning, and to guide goals and plans for treatment. **Counseling** (provided by specially-trained and bilingual clinicians) typically consists of 12-18 individual, group, and family sessions, tailored to the best interests of each client. El Nido has recently updated treatment methods (and relevant training), adopting Trauma-Focused Cognitive Behavioral Therapy and Solution Focused Therapy, to efficiently and effectively produce results. **In-Home Services** allow counselors to assess the household environment and family dynamic and offer hands-on assistance. **Parenting Skills Instruction** employs lectures, exercises, videos, handouts, and group discussion. Each series (12-20 sessions) teaches parents/caregivers about child development and age-appropriate expectations, family communication skills, loving discipline techniques, health promotion, nutrition, hygiene, and stress/anger management. **24-Hour Telephone Response** enables immediate access to clinical staff when stress threatens to erupt into violence or clients are in crisis. **Case Management** links families to essential community resources, such as public benefits, emergency assistance (food, clothing, shelter), healthcare, alcohol/drug abuse treatment, domestic violence intervention, childcare and vocational training/placement. Follow up ensures that services are received, helpful and meet emerging needs. El Nido has developed effective linkages with a network of local providers for this purpose. Services will be provided by an experienced, bilingual social worker (MSW or equivalent).

Delinquency Prevention Component: El Nido's Intern Supervisor, a clinical social worker (MSW), will supervise master's-level interns from local universities (e.g., UCLA, USC and Cal State). The Supervisor and interns serve children/youth at risk for juvenile delinquency/gang involvement, school dropout and/or teen parenting. Services may be extended to the entire family and include: individual counseling to assist clients in mastering the developmental tasks of childhood and/or adolescence; family counseling to address parent-child conflicts, discipline issues and communication; case management and advocacy to connect youth and family members with other needed resources; and group counseling, focused on the primary issue for the young people involved (e.g., anger management, trauma related to domestic or street violence, family disruption/loss of a loved one, social skills, etc.). Local agency personnel (public and private) have cited El Nido as one of the few juvenile delinquency prevention resources offering professional counseling sensitive to *all* populations, including (but not limited to) Spanish-speaking families.

El Nido will continue to provide on-campus counseling at Carson High School, centered on the critical issues for students, particularly those impeding school attendance and performance. Groups will be both educational and therapeutic; eight to twelve students will be enrolled in each 10-week cycle and two groups will be formed throughout the year. A variety of strategies will be taught to enable young people to handle fear, anger and other strong emotions more effectively, including: cognitive restructuring (i.e., looking at situations in a new way); relaxation techniques; venting to a neutral party; and practicing effective communication. Students will learn important social skills, such as how to take the perspective of and consider others, rather than focusing solely on their own emotions and interests. At the end of the ten weeks, each participant will engage in a follow-up self-assessment and identify changes s/he has made over the course of the group.

Counseling for youth at risk for delinquency and/or referred by the local Probation Officer may also deal with grief and loss, for those who have experienced the death of a loved one due to gang violence, street crime, incarceration or illness. In El Nido's experience, young people who suffer deep personal losses

are prone to acting out behavior, if the grief-related feelings are not addressed in a timely and effective manner. Anger management training prevents violence, suspension and/or expulsion for students who have exhibited aggressive behavior on campus or in the community. Students learn stress tolerance and relaxation techniques, as well as discuss underlying issues (e.g., child abuse neglect at an earlier age, abandonment by a parent, or conflicts with peers or family members). Family therapy is also offered in situations where domestic violence, substance abuse, or conflicts in the home undermine young people's academic progress or put them at risk for delinquency. Sessions may be provided at El Nido's site, at Carson High or in the home setting, as needed or appropriate. Home visits allow staff to assess the household environment and make sure that children's needs are met, and/or enable working parents who are otherwise unavailable to participate.

Pregnant and Parenting Teen Component: El Nido is the primary source of services for teen parents in the Carson area, and the most comprehensive. Since the majority of pregnant/parenting teens in Carson are Latina, El Nido's bilingual, bicultural services are essential for these young families. It should be noted, however, that El Nido reaches out to all low-income teen mothers, without regard to ethnicity. Through El Nido's Teen Family Services Program, each client is assigned a case manager who becomes his or her mentor and advocate. Clients are referred by Carson High School, WIC (Women, Infant and Children) programs, the Department of Public Social Services and other community-based agencies. Those involved in El Nido's Cal-Learn Program are TANF eligible, and therefore qualify under CDBG income guidelines. Services include a complete assessment for the teen parent and child, case management and training in parenting and life skills. Home visits are the primary outreach and service delivery method for this often-resistant population. Case managers also identify and remove barriers that interfere with clients' access to necessary services. For example, they may arrange formal childcare so that teen parents can attend school regularly or transportation to medical appointments.

To better serve the needs of Carson residents, El Nido bases a team of case managers in its Carson office. The team responds immediately to local referrals and reaches out through home visits to pregnant/parenting teens that are not in school or receiving public benefits. Teen parents from Carson will also have access to services that El Nido provides in nearby locations to enhance self-sufficiency. These services include Financial Literacy classes (provided in collaboration with Wells Fargo), "Harold Cares" job preparation classes, the Payson Wolff Scholarship Fund (which helps achieving teens to attend college or trade school), and Maverick Angels' entrepreneurial training.

Description of Target Population and Service Setting:

El Nido proposes to serve a minimum of 70 CDBG-eligible, at-risk Carson children/youth and their families, with the requested grant award. The City of Carson CDBG provides only a very small portion of the funds required for the services described above; other public and private funds make up the balance. El Nido considers it prudent to take a conservative approach to establishing service capacity obligations for the coming fiscal year, because of factors that combine to limit/reduce matching funds. These include cuts already sustained as a result of the State budget crisis (e.g., a 60% cut in one of the major contracts for Teen Family Services), the potential for additional decreases, and the difficulty of attracting scarce private funding specifically for the City of Carson.

Three specific groups will be targeted: 1) children/families among whom child abuse or neglect has occurred or is suspected; (2) youth at risk for school failure/expulsion, juvenile crime/violence and/or gang involvement; and (3) pregnant and parenting teens. Clients will be referred by: the Department of Children and Family Services, the Department of Public Social Services, the Carson Sheriff's Station, Probation, schools (especially Carson High), other El Nido programs and community-based agencies.

Factors within each of these groups point to their eligibility for CDBG services. As indicated by the City of Carson, abused children are *presumed* to be low and moderate income, according to controlling Federal Law and CDBG program guidelines. Many of the teen parents to be served will be referred by DPSS, and have already qualified for TANF and/or Medi-Cal benefits.

All clients will be Carson residents with a maximum household income less than 80% of the L.A. County median, adjusted for family size. In the most recently completed contract year (2009-10), over 90% of clients fell in the extremely low or very low income categories (according to HUD guidelines); less than 10% had incomes at the low or moderate levels, and only one family fell into this last (highest) group. Roughly 40% of clients will come from households headed by females. Based upon Carson client demographics from that period, El Nido estimates that the majority of clients will be Latinos (60% or more), followed by African Americans (15-20%), Filipinos/Asian/Pacific Islanders (10-15%), and White Non-Latinos, Native Americans, and mixed race/others (15% combined, or less). At least half of Latino families will require services in Spanish. Services will be provided at El Nido's Carson office (460 Carson Plaza Drive, #106, Carson, CA 90746), at Carson High and in clients' homes, as needed. Staff may also travel to the Probation office, health centers, WIC programs and other locations frequented by clients for outreach purposes.

Description of Methods for Tracking and Verifying Income Status of Program Beneficiaries:

In advance of the initial intake and assessment, El Nido staff will advise parents in writing, in person or by telephone of the documentation needed to verify their residency and income status. Parents are required to sign a consent form for their young children to be served; this occasion will also serve as an opportunity to collect copies of eligibility documents. Intake and assessment may take place at El Nido's Carson Family Center, on school campuses, in the family home, or other community locations for the convenience of clients and to facilitate document collection. Staff members follow up, by telephone and home visit, if necessary, in the event that appropriate documentation is not available at the time of intake. Utility bills in the name of the family head of household and mailed to the home are typically used to verify residency, but additional documentation may be used for confirmation, such as rental agreements, driver's licenses, and addresses on income verification documents. Using the Federal income guidelines in the RFP, El Nido ensures that clients are within the low-moderate standards based on documents that include, but need not be limited to: paycheck stubs, Section 8 housing vouchers/certifications, TANF payments, SSI benefit checks, tax returns, Medi-Cal cards, and WIC eligibility forms. El Nido staff maintain copies of required documents in secure client files and record their income status on intake forms, which are entered into the agency's computerized MIS. Reports generated on a monthly basis enable calculation of the number and proportion of Carson clients who meet eligibility guidelines.

Examples of Documentation Collected: Please see Attachment for examples of documents collected to verify income and residency status. Sensitive information has been redacted to protect client confidentiality.

Description of Program Goals, Objectives and Evaluation Method:

The three components of the proposed program will serve a total of 70 children, youth and their family members. Although this represents only a fraction of the population in need, as indicated above, El Nido leverages City of Carson CDBG dollars with other grant funding to maximize the number of clients served to the fullest extent possible. The numbers of clients served in each component and their demographics will be monitored through intake/assessment documents, as well as client and staff

activity logs, summarized in monthly reports generated by the agency's computerized Management Information System (MIS). Goals/objectives address specific issues for the target populations, as described above; the proportion of clients projected to realize these benefits is based upon past performance over time. El Nido uses evaluation results and direct feedback from clients to continually improve services and optimize their impact on the target population, and by extension, on the greater community. Each component has its own goals/objectives and evaluation methods, detailed below:

- Child Abuse Prevention/Treatment: Goals are to reduce the incidence of child abuse/neglect and mitigate its negative effects on affected children. Specific objectives are to: prevent subsequent incidents of reportable abuse/neglect for 95% of children/families served; reduce emotional and behavioral symptoms of trauma for 85% of affected children; improve parenting skills, overall family functioning and home environments in at least 75% of cases; and improve school adjustment among 80% of children whose academic progress may have been compromised. Progress toward objectives is measured through pre-post assessment, direct observation by professional staff, reports of children and parents/caretakers, and/or feedback from DCFS workers or school personnel (as appropriate). Participants in parent education complete pre-post surveys. Results are documented in client files and aggregated in semi-annual reports.
- Delinquency Prevention/Intervention: Goals are to reduce juvenile crime, lower risk factors among children/families and increase resiliency factors. Objectives are to: prevent subsequent arrest for 80% of youth participating consistently; improve school attendance and/or performance (75%); and enhance family communication and parenting skills (75%). Progress is measured through pre-post assessments by professional staff; client and parent reports; and/or feedback from school personnel and/or law enforcement. Results are documented in client files and aggregated in an annual report.
- Teen Parent Services: Program goals are to empower teens to become self-sufficient and effective parents. Objectives include: infants born to pregnant participants will have birth weights within the normal range (95%); all clients (100%) will be connected with services to meet their basic needs (e.g., health/prenatal care, housing, food and clothing); 70% will maintain or renew their enrollment in school; and subsequent births in adolescence will be prevented among 95%. Progress is measured through review of official records (birth certificates, report cards, and immunization records), reports from clients and other key family members, pre-post staff assessments and feedback from school personnel and other agencies involved with clients. Results are documented in client files and can be aggregated on a monthly basis.

Background/Expertise of Proposer:

El Nido Family Centers was founded in 1925 and incorporated as a 501(c)(3) non-profit organization in 1954. The mission of El Nido (Spanish for "the Nest") is to empower disadvantaged or at-risk children, youth and families through educational and social services. Programs provide tools for young people to overcome trauma and achieve their goals; and for parents to create a loving, healthy family environment. Major programs include: Teen Parent & Infant Development, Youth Development (Delinquency & Teen Pregnancy Prevention), Parent Education, and Child Abuse Prevention & Treatment. These programs have successfully reduced adolescent pregnancy and low-weight births, school failure and dropout, youth crime and family violence. In 2009-10 (subject to future updates), El Nido assisted over 16,000 children, youth and their family members. Clients were ethnically/culturally diverse, including: 66% Latinos, 18% African Americans, 3% Non-Hispanic Whites, 1% Asians/Pacific Islanders and 13% of mixed race and/or others. Virtually all clients live in poverty or on low incomes (well below the County median). Across all programs, over 1,400 clients and their family members benefit from services delivered from the Carson Family Center each year.

El Nido Family Centers has provided social services to youth and families in Carson for more than 30

years. Services have been provided at the El Nido Carson Family Center, as well as in many of the Carson elementary, junior and senior high schools and in the homes of Carson residents. In addition, El Nido has been a regular member of the Carson Coordinating Council, the SPA 8 Planning Council, and the Southbay Family Violence Council. In service delivery, El Nido now collaborates with Carson High School, the L.A. County Probation Department, DCFS, DPSS and other local service providers to ensure that clients' needs are fully assessed and comprehensively addressed, and that progress is regularly monitored. In Spring 2010, the Carson Care Closet, an extension of the Carson Coordinating Council, opened a new facility to serve needy and disadvantaged children and their families in the Carson community. Carole Keen, a long-time El Nido Board Member, and Director and Community Liaison for the Carson Coordinating Council, oversees donations of clothing, bedding, baby items, toys and other miscellaneous items. The Carson Care Closet works closely with El Nido's staff and young teens to help them select appropriate and professional clothing for job interviews. The Carson Care Closet is also a resource for teen parents in need of clothes, toys, and books for their babies. Clients benefit from the relationship between El Nido and the Carson Care Closet. El Nido and the Carson Care Closet promote self-esteem, self-sufficiency, and reinforce positive parenting skills. The new facility owned by the City of Carson is at the former Scout Building and currently operates most Fridays by appointment only. El Nido staff, clients, and volunteers work with the Carson Care Closet to sort and help organize donated items.

In 2009-10, 91 CDBG-eligible residents of Carson were served through all three program components. Results for children/families served in Carson mirror those for El Nido as a whole. All components met or exceeded their stated objectives. A recent review of outcome data for the children served in the past year indicates a very high degree of success: subsequent abuse/neglect was prevented in 100% of cases (*none* required a report to DCFS, after treatment was initiated or for at least six months following that time); improvement in the home environment and family functioning was significant in 93% of cases; all children treated showed reduction in symptoms of trauma (anxiety, depression, eating or sleep disorders, etc.); and more than 90% of children/youth realized benefits in school adjustment (attendance, behavior and academic performance). Internal assessment has documented the following outcomes for delinquency prevention clients: more than 80% of offenders and 85% of high-risk youth remain arrest-free for at least 6 months after their referral. Improvement in school adjustment (particularly classroom behavior and attention span) was seen in nearly all of the students served. Parents, probation officers, school personnel and others involved with clients reported a decrease in aggressive and/or anti-social behavior among four out of five youth served. El Nido's services to teen parents also yielded positive results: all clients were connected with resources for health/well-baby care or other needed services; clients showed significantly improved high-school graduation rates; and school dropouts were reduced by 30%. The health of the next generation is promoted, as more young mothers receive early prenatal care, fewer low-weight babies are delivered and more children are immunized against potentially fatal or disabling diseases.

Although El Nido's important work has been acknowledged through awards/honors from the State of California, the City and County of Los Angeles, schools, United Way and major corporations (e.g., Wells Fargo Bank, Citibank, L.A. Times/Tribune, etc.), the most meaningful recognition comes from our clients. They regularly write or report that their lives were hopeless and in chaos before they sought help from El Nido, but that they and their families are now healthier, happier and on the road to success.

El Nido's success relies on the expertise of its staff. Clinical Director Kevin Fitzsimmons is a highly experienced bilingual Licensed Clinical Social Worker (LCSW) with more than 30 years of experience in the profession, including providing clinical services at St. John's and teaching graduate courses at UCLA and Antioch. He regularly provides professional/continuing education seminars and workshops

in the Solution Focused Method, and in-service trainings on working with mandated clients. Patricia Alba, Clinical Supervisor, is an LCSW who has 10 years of experience in direct service, supervision and program management, including providing training and supervision to interns. Intern Supervisor Sylvia Martin (who also provides direct clinical services) has a master's degree (MSW), is registered/credentialed as an ASW with the Board of Behavioral Sciences and a CAS with the California Association of Addiction Recovery Resources. She has also completed the 40-hour domestic violence training course at the Women's Shelter of Long Beach. Ms. Martin has over ten years' experience in social work practice and supervision, in a variety of settings (a high school, a children' hospital, a foster family network and a domestic violence shelter). The members of the delinquency prevention staff are master's level interns under Ms. Martin's supervision. El Nido's excellent reputation as a clinical training site enables the agency to attract the most highly qualified interns, including highly sought after bilingual (Spanish/English) candidates. The Child Abuse Prevention and Treatment Program counselors are bilingual and have Masters Degrees (MSW or equivalent), and prior experience in a variety of settings, including residential treatment and foster care centers and home-based programs. Case managers serving teen parents reflect the community, in terms of both culture and language. Most possess bachelor's degrees in the social sciences and have at least two years' experience helping young parents overcome obstacles to their success. Direct service providers are familiar with relevant resources in the Carson area (e.g. health care, child care, job training, and educational assistance). All agency staff benefit from regular in-service training. Both managers and outside speakers cover state-of-the-art information on clinical best practices and cultural issues relevant to the population served. Staff competency is further enhanced through attendance at conferences and continuing education outside the agency is encouraged through time off and paid registration.

The Carson program will also benefit from El Nido's highly experienced management and support team. The majority of El Nido's executive staff members have had at least twenty years of non-profit experience, in service delivery, program direction and management. Executive Director Liz Herrera is a Licensed Clinical Social Worker (LCSW) and has extensive experience providing direct service, supervision, and program or executive management within the agency's various service areas and communities. The Carson Coordinating Council named her one of "Six Magnificent Women", high-achieving females who serve as role models for their peers and younger girls. The CSULA School of Social Work honored her with The Margarita Mendez Community Partnership Award "for dedicated service and advocacy on behalf of children and families in Los Angeles County, for a career that advances the profession, and for leadership practices". The Directors of Finance & Administration, Human Resources, Clinical Programs, Teen Family Services and Counseling Services, as well as a Grants Administrator and Development Coordinator, all have at least 5 (and as many as 25) years of experience in non-profit management relevant to their areas of expertise. Together, this team effectively oversees a diverse staff including clinicians with licenses and advanced degrees and experienced paraprofessionals. The agency also has a successful track record of recruiting and training community residents to staff local programs. Over 40% of current direct-service staff members live in the areas where they work.



Earnings Statement

Period Beginning: 12/03/2006
 Period Ending: 12/16/2006
 Pay Date: 12/21/2006

CARSON, CA 90745

CO. FILE DEPT. CLOCK NUMBER 940

INC
 2501 WEST ROSECRANS BLVD.
 LOS ANGELES, CA 90059-3510

Taxable Marital Status: Single
 Exemptions/Allowances:
 Federal: 2
 State: 2

Social Security Number: XXX-XX-

Earnings	rate	hours	this period	year to date	Other Benefits and Information	this period	total to date
Awards/Gift			349.34		Title Discript		MACH OPR
Regular				14,277.68	Vacation Hours		10.82
Overtime				10,441.08			
Holiday				636.40			
Retro O/T				355.40			
Shift Diff				1,169.55			
Vacation				1,184.72			
2/Shift				7.06			
Gross Pay				\$349.34			
				28,713.91			

Deductions	Statutory	
Federal Income Tax	-87.34	1,536.14
Social Security Tax	-21.66	1,780.26
Medicare Tax	-5.06	416.35
CA State Income Tax	-32.49	235.58
CA SUI/SDI Tax	-2.79	229.71
Net Pay		\$200.00

Your federal taxable wages this period are \$349.34

Social Security Administration
Retirement, Survivors and Disability Insurance
Important Information

Western Program Service Center
P.O. Box 2000
Richmond, California 94802-1791
Date: May 12, 2010
Claim Number:



CARSON CA 90745-5405

As we told you in our prior letter, you do not have to pay us back the money.
Based on this, you will receive benefits as follows:

Month(s)	Amount you will receive	Amount withheld	Balance you owe
05/10	\$1,250.00	\$0.00	\$0.00

If you pay Medicare premiums or health plan premiums, they have been deducted from the amount shown under the heading "Amount you will receive."

What We Will Pay And When

You will receive \$1,250.00 for May 2010 in June 2010.

After that, you will receive \$1,250.00 on or about the third of each month.

If You Have Any Questions

We invite you to visit our website at www.socialsecurity.gov on the Internet to find general information about Social Security. If you have any specific questions, you may call us toll-free at 1-800-772-1213, or call your local Social Security office at 310-326-0207. We can answer most questions over the phone. If you are deaf or hard of hearing, you may call our TTY number, 1-800-325-0778. You can also write or visit any Social Security office. The office that serves your area is located at:

SOCIAL SECURITY
22600 CRENSHAW BLVD
TORRANCE CA 90505

M Arriola Tuesday October 12, 2010 13:35:33

Case Information Inquiry (ICAS)

Case Number: Case Name: GO Check Digit: Program Type: **CalWORKs**CalWORKs File Number: CalWORKs Location: **A1026**LEADER Case: **Yes**GAIN Location: **G8084**Converted Case: Case Primary Language: **English**

CALWORKS ELIGIBILITY

Application Date: **04/21/10**Application Type: **New 01**Approval Date: **05/18/10**Rescind Date: **01/04/10**Case Status: **Approved**Aid Type: **30**LEADER Aid Type Description: **FG cash grant-fed/mx 30**Allen/Refugee: Food Stamp Aid Status: Termination Action Date: Termination Code: Notice of Action Termination Reason: Termination Last Update: **03/15/10**LEADER Quarterly Report
Cycle Number: **3**LEADER Quarterly Report
Data Months: **February, May, August, November**Dept. of Children and Family
Services Referral: **N**Dept. of Children and Family
Services Referral Date: Dept. of Children and Family
Services Referral Office: Redetermination Date: **03/31/11**

PAYEE

Primary: Alternate: Alternate Type: **Regular**

BENEFITS

	GRANT	CHILD SUPPORT	FOOD STAMP
Prior Month:			
Current Month:		\$5636.93	
Next Month:	\$694.00		
Prospective Month:	\$694.00		

VIEW PARTICIPANTS 

BOARD OF DIRECTORS

2010 - 2011

President

Fred Samulon

Vice Presidents

Paul Doucette

Edith Eddleman-Robinson

Secretary

Carole Keen

Acting Treasurer

Fred Samulon

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Audra Collier	Public Safety Communications Operator/USC
Loraine Despres	Writer
Paul F. Doucette	Management Consultant, Doucette Corporation and Executive Service Corps
Edith Eddleman-Robinson	Retired Health Care Administrator, So. Calif. Permanente Medical Group
Bruce Eddy, CPA	Vice President Tax, NBC Universal
Dan Ezra	LA Metro Customer Service Manager, Wells Fargo Bank
Allan C. Jones, D.D.S.	Private Practice
Carole Keen	Director/Community Liaison; Carson Coordinating Council
Mindy Lamont	Vice President, Wealth Management Services; One Capital Management, LLC
Cecilia Menjivar	Elementary Education Teacher's Assistant; Early Head Start Program Policy Council Member
Deborah M. Pratt	CEO, Pratt Enterprises
Fred Samulon	Management Consultant, Executive Service Corps
Kathryn Scott	Area Director, San Fernando Valley, Citibank
Itelia Walker	Owner, Printing Alternatives

CITY OF CARSON
2011 COMMUNITY DEVELOPMENT BLOCK GRANT
Local Program & Supervisory Employees

Program Address:

El Nido Family Centers, Carson Office
460 Carson Plaza Drive, Suite 106
Carson, CA 90746
Phone: (310) 768-8030
FAX: (310) 768-3186

Local Program and Supervisory Employees:

Patricia Alba, Clinical Supervisor/Child & Family Counselor

e-mail address: palba@elnidofamilycenters.org

Staff:

Ruben Arancibia, Child & Family Counselor
Sylvia Martin, Intern Supervisor/Child & Family Counselor (local contact)
Ernesto Garcia, Child & Family Counselor
Taeisha Moyo, MSW Intern
Vlas Villalobos, MSW Intern

Leslie Beccaria, Program Director, Teen Family Services Program

e-mail address: lbeccaria@elnidofamilycenters.org

Staff:

Kate Sparks, Supervisor
Christina Chacon, Administrative Assistant
Yvette Morales, Program Assistant
Marisole Arriola, Data Entry
Cristian Banuelos, Case Manager
Davonna Foy, Case Manager
Mary Mahfouz, Case Manager
Liliana Nunez, Case Manager
Marisole Barriga, Case Manager
Victoria Carillo, Case Manager
Monique Randolph, Case Manager
Wendy Camarillo, Case Manager
Maria Torres, Case Manager

**EL NIDO FAMILY CENTERS
CITY OF CARSON BUDGET
July 01, 2011 - June 30, 2012**

Description	Monthly Salary	# Mos	% FTE	Cost		Total Program Costs
Personnel (Carson)						
Clinical Supervisor	5000	6	15%	4,500		
Hours per wk = 5.63	5000	6	15%	4,500	\$9,000	
Child & Family Counselor	4500	6	100%	27,000		
Hours per week = 37.50	4500	6	100%	27,000	\$54,000	
Child & Family Counselor	4583	6	40%	10,999		
Hours per week = 15.00	4583	6	40%	10,999	\$21,998	
Child & Family Counselor	4217	6	100%	25,302		
Hours per week = 37.50	4217	6	100%	25,302	\$50,604	
Administrative Assistant/Data Entry	2923	6	20.25%	3,551		
Hours per week = 7.78	2923	6	20.25%	3,551	\$7,103	
Administrative Assistant/Data Entry	2297	6	20.25%	2,791		
Hours per week = 7.78	2297	6	20.25%	2,791	\$5,582	
Total Salaries					\$148,287	
Payroll Taxes & Benefits	@ 30.09%				\$44,622	
Total Personnel						\$192,909
Other Direct						
Space Rental	\$1,150 /	Mo.	X	12	Mos.	\$13,800
Communication	\$250 /	Mo.	X	12	Mos.	\$3,000
Mileage (Local Travel)	\$600 /	Mo.	X	12	Mos.	\$7,200
Conference & Training	\$1,000 /	Yr.	X	1	Year	\$1,000
Consumable Supplies	\$250 /	Mo.	X	12	Mos.	\$3,000
Client Supplies & Expenses	\$50 /	Mo.	X	12	Mos.	\$600
Postage	\$60 /	Mo.	X	12	Mos.	\$720
Insurance	\$100 /	Mo.	X	12	Mos.	\$1,200
Misc. Expenses	\$150 /	Mo.	X	12	Mos.	\$1,800
Total Other Direct						\$32,320
TOTAL DIRECT COSTS						\$225,229
General & Administration	@ 10.00%			of "TOTAL PERSONNEL"		\$19,291
TOTAL EXPENSES						\$244,519
Revenues						
County of LA Department of Children and Family Services					\$170,100	
County of LA Probation Department					\$26,400	
Other Revenue (United Way, Special Event, Foundations)					\$28,019	
TOTAL REVENUES						\$224,519
REQUEST FROM CITY OF CARSON						\$20,000

EL NIDO FAMILY CENTERS
OPERATING BUDGET FY 07/01/10 - 06/30/11

REVENUE	BUDGET	%
Government Grants	\$10,212,236	92.49%
Contributions	407,333	3.69%
United Way	47,500	0.43%
Donated Goods & Services	350,000	3.17%
Other	24,500	0.22%
TOTAL REVENUES	11,041,569	100.00%

EXPENSES	BUDGET	%
Salaries & Wages	6,586,480	59.65%
P/R Taxes & Benefits	1,859,818	16.84%
Legal, Audit, Professional, Public Relations	181,125	1.64%
Subcontracts & Interns	494,100	4.47%
Temp. Employment Services	8,100	0.07%
Employee Recruitment & Adv.	2,625	0.02%
Communications	126,400	1.14%
Facilities		
Occupancy	547,500	4.96%
Maint & Utilities	97,650	0.88%
Consumable Office Supplies	189,300	1.71%
Client Supplies, Expenses, Scholarships	100,300	0.91%
Postage & Delivery	26,975	0.24%
Mileage & Travel Expense	137,550	1.25%
Van Operating Costs	18,500	0.17%
Office Equip. & Software Maint.	99,000	0.90%
Property & Liability Insurance	50,575	0.46%
Equipment Lease & Rental	2,000	0.02%
Office Furniture & Equipment	13,000	0.12%
Annual Report & Newsletters	20,000	0.18%
Staff Meetings & Training Expenses	82,800	0.75%
Donated Goods & Services Used	350,000	3.17%
Misc / Other	47,050	0.43%
TOTAL EXPENSES	11,040,848	99.99%
EXCESS REV (EXP)	721	0.01%

**EL NIDO FAMILY CENTERS
2010-11**

Name Of Funding Source	Specify Federal, State, or Local (Including Private)	Amount of Support	Funding Period
Adolescent Family Life Program Department of Health Services	Federal	\$ 1,301,695	07/01/10-06/30/11
Cal Learn Department of Public Social Services GAIN Division	Federal	\$ 3,000,000	09/01/10-08/31/11
Teen Pregnancy Prevention Program Childrens Hospital Los Angeles	Federal Childrens Hospital Los Angeles	\$ 138,279	09/01/10-08/30/11
Child Abuse Prevention Program Dept. of Children & Family Services	County of Los Angeles	\$ 93,700 \$ 154,000 \$ 76,400	07/01/10-06/30/11 07/01/10-06/30/11 07/01/10-06/30/11
Delinquency Prevention Program Probation Department	County of Los Angeles	\$ 60,000 \$ 26,400	07/22/10-07/21/11 06/01/10-05/31/11
Gang Reduction and Youth Development Department of Homeland Security Office of The Mayor	City of Los Angeles	\$ 1,000,000	07/01/10-06/30/11
ARRA Subsidized Employment Program	Federal	\$ 120,000	02/01/10-09/30/10
FamilySource Center North Valley Community Development Block Grant	Federal	\$ 1,000,000	04/01/10-03/31/11
Los Angeles Education Partnership FIRST 5 L.A.	Los Angeles County First 5 L.A.	\$ 42,716	07/01/10-06/30/11
Northeast Valley Health Corp. San Fernando Valley Best Babies Collaborative FIRST 5 L.A.	State	\$ 163,478	07/01/10-06/30/11
New Economics for Women FamilySource Center Community Development Block Grant	Federal	\$ 94,000	04/01/10-03/31/11
Watts Labor Community Action Committee FamilySource Center Community Development Block Grant	Federal	\$ 28,000	04/01/10-03/31/11
Children's Collective FamilySource Center Community Development Block Grant	Federal	\$ 25,000	04/01/10-03/31/11
GBBB Community Challenge Grant	State	\$ 15,000	09/01/10-06/30/11
Carson Youth & Family Services Community Development Block Grant	Federal	\$ 13,000	07/01/10-06/30/11
City of Compton Economic & Resource Development	Federal	\$ 38,255	07/01/10-06/30/11
Santa Monica Outreach Program Dept. of Community Economic Development	City of Santa Monica	\$ 116,814	07/01/10-06/30/11
Early Head Start	Federal	\$ 719,580	08/01/10-07/31/11
Early Head Start Expansion ARRA	Federal	\$ 1,008,174	10/01/10-09/30/11
First 5 L.A. ARRA Matching Funds	State	\$ 110,693	10/01/10-09/30/11
UNITED WAY, INC.	United Way, Inc.	\$ 47,500	07/01/10-06/30/11
<u>FOUNDATION</u> Los Angeles Times Family Fund The California Wellness Foundation	Foundation Foundation	\$ 20,000 \$ 83,333	2010-2011 2010
<u>INDIVIDUAL/CORPORATE CONTRIBUTION</u> Citigroup Business Service Wells Fargo	Corporation Corporation	\$ 12,000.00 \$ 35,000.00	2010 2010

**Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012)
Public Service Programs—Request/Application for Funding**

Part One

1. Organization Name: Gang Alternatives Program (GAP)
2. Project/Activity Name: Preventing juvenile delinquency and crime, GAP provides in school training and education to 2nd, 4th and 6th graders
(If different from above)
3. Organization Address: 309 W. Opp Street, Wilmington, CA 90744
4. Organizations DUNS Number: 604102673 (see Request for Proposals for instructions.)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.)

The Gang Alternatives Program (GAP) would like to provide the City of Carson with our in class 1.) Gang Prevention curriculum to all fourth grade students in designated elementary schools in the City of Carson to educate students about the dangers of gang lifestyles and 2.) Gang Prevention curriculum to all sixth grade students in designated middle schools in the City of Carson. The Middle School Program is a follow up curricula from our existing 4th grade prevention program.
6. Location where program services are to be provided (if different from #3 above):

On site at designated public schools in the City of Carson and in GAP offices and locations.
7. Contact Person: Douglas L. Semark, Ph.D. Title: Executive Director

Daytime Telephone: (310) 519-7233 Fax: (310) 519-8730 E-Mail: dougsemark@gangfree.org
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #7 above):

Name: David Tynes Title: Director of Operations

Name: Daniel Johansen Title: GAP Board President
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 40,000.00
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2010 using the CDBG funds requested?

2,630 (total students in the GAP 4th and 6th grade anti-curriculum program)
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?

5,200 (students and parents, based on a full grant award)

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?
4,395 (all visits and contacts)
13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?
5,000 students and parents (based on a full grant award)
14. Have you previously received City of Carson funding? Yes No
 CDBG X
 Non-CDBG funding X
 (please indicate type/source) _____
15. If "yes" to any of the above, identify the amounts received from each source in the space below:
- | | <u>2008-2009</u> | <u>2009-2010</u> | <u>2010-2011</u> |
|-------|------------------|------------------|------------------|
| CDBG | \$ 20,000.00 | \$ 15,000.00 | \$15,000.00 |
| Other | \$ | \$ | \$ |

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- [X] Description of how the need was determined (including any supporting data) and how the program will meet the need.
- [X] Description of the target population and the setting in which it is anticipated that the service will be provided.
- [X] Description of how your program will track and verify the income status of program beneficiaries.
- [X] An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- [X] Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- [X] If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- [X] Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- [X] List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- [X] Organization by-laws or charter.
- [X] Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- [X] State non-profit status determination letter [State Code 23701 (d)].

[X] One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.

[X] Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).

[X] Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Monday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

City of Carson Community Development Block Grant PY 2011

I. Community Need

The problem of gangs, graffiti, and youth crime in Los Angeles County has been an ever-present dilemma. For over 20 years, Los Angeles has dealt with violence in its communities, and has been coined the “gang capital of the world.” (Advancement Project Report, pg.1). With 700 gang groups and 40,000 gang crimes reported, gang crime and violence require a comprehensive gang prevention strategy. Incarcerating criminals cost the County of Los Angeles \$43,000 per year¹, per individual, as compared to \$200 per year, per youth to prevent them from being involved in a life of gangs and crime. Local government agencies whose priorities are to invest in preventing a youth from joining a gang can be a long term, cost effective strategy for the betterment of its community.

The City of Carson is not immune to this issue, in 2007 over 100 Carson residents joined City Leaders and Sheriff Officials to speak out about gang violence when a 16-year-old boy was killed two blocks from his home in a gang related attack. The Los Angeles County Sheriff's Department reports that there are over 20 gangs in the City of Carson alone. These gangs include, but are not limited to the Cal Park Locs, Cabbage Patch Pirus, Carson 13 Ravenna Street, Samoan Warriors, Scotts Dale Piru, Dominguez 13, Knight Crawlers, Victoria Park Locos, Varrio Keystone Refamos and Tortilla Flats. According to the Los Angeles Police Department, last year alone, about 3,414 violent gang related crimes were reported in Los Angeles. These include 95 homicides, nearly 1,423 felony assaults, approximately 1,252 robberies and 25 rapes.

In 2009, Carson High School had 356 suspensions of which were related to drugs, defiance, bullying, intimidation and threats. In a California Healthy Kids Survey published in 2003, LAUSD results revealed that 15% of 7th graders, 17% of 9th graders and 11% of 11th graders have belonged to a gang at some point. The survey also highlighted that “gang members typically are proud of their gang membership and do not feel the need to hide the fact when answering questions on a survey. It is very important to find out how much school violence is due to gang-related activity, which has been found to be a factor. These types of incidents require special attention because they are different than violent behaviors seen in the general student population.” (Los Angeles Unified, 2003.)

II. Description of Target Population and Setting

The City of Carson has a total population of 89,730 with 55% Hispanic, 36% Asian, 20% White, 74% African American, 5% Pacific Islander and 0.5% other. 30% of families are low income, with a median income \$54, 000 for the City of Carson residents. The target population for GAP's gang prevention curriculum is developed for students who succumb to the dangers of gangs and gang crimes in their neighborhoods, primarily youths who are 6 to 17 years of age. Historically, gangs have been ever present in Los

¹ Source: Los Angeles County Sheriff's Department. <http://lasd.org/divisions/custody/mcj/about.html>

Angeles, and youths, regardless of economic status and background, are not immune to the influences of this lifestyle and behavior. Since 2000, GAP has been providing its gang prevention program to the youths in the City of Carson. In addition, GAP would like to offer its 6th grade Middle School Gang Prevention Program as a follow up to the students who have received the 4th grade gang prevention in its feeder elementary schools.

Currently, the gang prevention program is offered at 7 elementary schools in Carson, and with additional funding, GAP will be able to provide its middle school program to 4 additional schools.

III. Income Status of Program Recipients

All program recipients are low to moderate income according to the Federal guidelines. This data can be verified through the schools where students are currently attending. 75% of students are identified to receive free or reduced lunch.

IV. Goals and Objectives of Program

The *vision* of the Gang Alternatives Program (GAP) is to prevent young people from joining gangs, and it is GAP's *mission* to have a generation of young people say "No" to gangs and "Yes" to positive lifestyle choices. GAP's goals to assist youths to live Gangfree® is wholistic, we implement programs and services that involve the community, parents and youths to achieve a Gangfree® life.

Our goal to achieve a Gangfree® life is achieved through the following objectives:

- School-based youth gang prevention curriculum for 2nd, 4th, and 6th grades
- Court approved Parent Project® and Teen Project® education program
- Graffiti prevention education program
- Graffiti abatement program and community beautification programs
- Youth job training and development
- Case management and referral services
- STEP UP! After school programs
- Gangfree® Workplace programs

As part of GAP's agency objectives, My Gangfree Life® gang prevention programs has designed a structured in class program using an evidenced based practiced project. My Gangfree Life® will be at 11 elementary and middle schools in Carson. My Gangfree Life® Advisors and will facilitate 6 weeks of curriculum per elementary school and 8 weeks per middle school through out the school year (12 months). Youths who will be participating in this program are primarily minority students (63% Latino and 36% African-American), underserved and at risk students, and about half of these students are living in single-family homes.

Recent evaluations show that students who lack support in the home environment are more likely to participate in gang-related activity (Gottfredson Associates, Inc. 2001).

Approximately 50% of students in the schools GAP serve live in homes with a single parent². Through my Gangfree Life® gang prevention program many youths build lasting and trusting relationships with their advisors, who serve as role models. Research on “Best Practices to Address Community Gang Problems” (2008) shows that students who have additional resources outside of their classroom are more likely to build strong self-esteem and spend more time working on academics and/or doing homework, which will positively impact a youths educational success in the classroom (USDOJ, Office of Justice Program Report, 2008).

GAP also monitors its program effectiveness by pre-GAP and post-GAP surveys, administered at every school GAP works in. GAP is also engaged with Vital Research, LLC as a part of a three-year, \$40,000 evaluation of the efficacy of its programs. The final results of My Gangfree Life® gang prevention program data were published in June 2008, and the findings are significant and evidence-based.

GAP is requesting \$40,000.00 to provide My Gangfree Life® gang prevention programs to 4th and 6th grade students in the City of Carson elementary and middle schools. As a long time and committed community based organization, together with our governmental partners, we can make an impact on the lives of our young people, who “Choose to be Me and Live Gangfree!”

Gang Prevention Curriculum Program for 4th Graders

GAP’s gang prevention program entitled My Gangfree Life®, which is a State of California *Principals of Learning* approved gang prevention program targeted to 4th grade students. My Gangfree Life® is based on the City of Paramount’s Gang Resistance (G.R.I.P) model. According to the USDOJ, Office of Juvenile Justice and Delinquency Prevention, the program model is touted as a “Best Practices” program, which is a nationwide comprehensive gang strategy to address community gang problems³.

GAP Advisors instruct 4th grade students in Los Angeles County elementary schools in a structured classroom setting on the realities of gang involvement and the alternatives available to young people. Lessons include discussing the history of gangs, gang dress, graffiti and gang behaviors. Other lessons examine the consequences of gang involvement, effects on the individual, the family and the community as a whole. Students pledge to be gangfree and graduate in a commencement ceremony at the culmination of our 8-week program. Our program also identifies students’ current knowledge of gangs and gang violence before and after the program through our pre and post surveys. We also measure the success of the programs by our teacher evaluations at the end of the program, through a follow up survey.

Teacher Surveys Sample:

² SMART OJJDP Socioeconomic Mapping and Resource Topography

³ Best Practices To Address Community Gang Problems: OJJDP’s Comprehensive Gang Model (2008)

The 4th grade teachers from Lillian Elementary School, Florence Elementary School, Miramonte Elementary School, and Russell Elementary School provided us with the following information on a scale of 1 (poor) to 5 (excellent):

Is the Advisor approachable with (you) the teacher? — 5
The Advisor is properly prepared. —5
The Advisor presents the subject clearly. — 5
Students show a positive attitude towards the Advisor. —5
Overall Rating of the GAP Program —4.75

Some of the additional comments from teachers were:

“Great Program! The students can make a lot of connections to the topics discussed and learn how to make positive choices.” — Teacher from Lillian Street Elementary School

“They looked forward to his lessons every week. They have gained a greater understanding of how to choose the better options in life.” — Teacher from Florence Elementary School

“I’m glad my students had the opportunity to be part of the GAP program. The students were very interested in the program. An eye-opener to the students and for myself too. I also learned information that I did not know before. Thank you so much for the opportunity.”
—Teacher from Russell Magnet Elementary

“My students and I have enjoyed the GAP program and found the concepts and life skills taught by Mr. Davis effective. In addition to teaching students during our regularly scheduled time, Mr. Davis spent time talking to two of my “at risk” students during their recess time. I’ve noticed tremendous improvement in their behavior as a result of Mr. Davis’ mentorship.”
—Teacher from Miramonte Elementary School.

Gang Prevention Curriculum Program for 6th Graders

GAP has developed an effective 8-week curriculum for 6th graders, which is a follow up to its 4th grade gang prevention curriculum program. Modeled after our 4th grade program, the middle school program provides reinforcement through videos, discussions, and real life examples for the student to help them develop resistance skills that they will need in the near future. Students learn about the dangers of drugs, crime, tagging, and dropping out of school. They learn to make good choices for their futures and for their families.

All students in GAP’s 4th and 6th grade programs are given pre and post surveys to determine qualitative data to identify students at risk. Students that are considered at risk after receiving the gang prevention program are referred to GAP’s referral and outreach services for additional assistance.

Completion of the program is marked by a culmination ceremony. Students receive a certificate of completion, Gangfree® Life t-shirts which acknowledges both their

achievement and commitment to live a Gangfree® Life, “I Choose to be Me, and Live Gangfree®.”

The Associate Director of Gang Prevention Programs oversees the program, and Classroom Advisors who facilitate the programs in the classroom are college students who lived and sat in the same classrooms as they have. GAP Advisors serve as role models and mentors for the 4th and 6th graders which will assist the youths to continue to go forward on the right track and make the right choices. Currently, our program is offered in 7 elementary schools, serving approximately 2,600 students in Carson.

V. How the Program Benefits Carson Residents

GAP will provide its 6-week, 4th grade gang prevention curriculum program in the classroom to the following Carson Elementary Schools:

232nd Place Elementary
Annalee Elementary
Ambler Elementary
Caroldale Learning Community
Catskill Elementary
Dominguez Elementary
Dolores Elementary

GAP will provide its 8-week, 6th grade gang prevention curriculum follow up program in the classroom to the following Carson Middle Schools:

Carnegie Middle School
Caroldale Learning Community
Curtis Middle School
Stephen M. White Middle School

The gang prevention program for 4th and 6th graders will reach and approximately serve a total of 5,200 students in Carson each year.

Components and activities of the program and how they will be executed will be measured by the following:

Objective	Completed By	Measurement
Deliver 4 th and 6 th gang prevention classes to 5,200 students	8th week	Roll taken
Identify students current knowledge of gangs and gang violence (sample from 1 elementary school)	1st week	Pre-surveys
Identify students knowledge of gangs and gang violence after the program (sample from 1 elementary school)	8 th week	Post-surveys

Refer high risk students for case management	Ongoing; during 8 weeks of the program.	Follow up
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VI. Expertise and Background of Organization

GAP was created in 1986 as the outgrowth of the work of the Harbor Youth Violence Reduction Roundtable, jointly sponsored by the United Way and the County Board of Supervisors. In the early 1980s, Los Angeles Police Department statistics showed the Los Angeles Harbor Area had a high level of gang activity and resulting crime—higher than virtually all other parts of the County. In 1986, the Round Table was convened to examine the gang problem, identify the causes of youth violence, and determine what local strategies could be developed to effectively address this problem. GAP was formed as a result of this meeting.

In 2000, the program began to expand. It also began to look at the broader gang prevention *corpus* of programs and research. As a result, GAP continuously adopted the program elements and best practices from around the country as evidenced in program evaluation and research. GAP applies OJJDP's "Five Strategies in a Comprehensive Gang Model" in developing a successful multi faceted approach in implementing its gang prevention programs. With the fundamental knowledge to apply those successful strategies in place, GAP has been able to provide 25 years of service to the community and accomplish its goals by implementing the following programs.

GAP is a well respected and long standing 501 (c) (3) non-profit organization with a budget of over 2 million. Its entire program and services has been successful and it continues to grow and add new services. GAP now offers graffiti services to Boyle Heights to San Pedro, gang prevention services in communities all over Los Angeles County and surrounding local communities such as, but not limited to Carson, Compton, El Monte, Gardena and Lynwood.

GAP has linked with community partners that include public agencies, private agencies, non-profit, faith-based communities to enhance and provide strategies collaboratively to improve the conditions in the community. GAP works with City of Los Angeles in Council Districts 9, 14, and 15; in Los Angeles County Supervisory Districts 1, 2, 3, and 4; with the Los Angeles Unified School District (LAUSD) Board of Education, LAUSD Local Districts, and the LAUSD Human Relations Commission; with the Los Angeles Police Department Community Relations Office; and with the Los Angeles County Sheriff's Department, Gang Diversion Team. GAP works on collaboration efforts to enhance and provide strategies and resources.

GAP also works with private corporations for funding and in-kind sources to support and enhance the GAP programs. Kaiser Permanente, SA Recycling, ConocoPhillips Refinery, and Sunrider International all provide funds to support and enhance the Gangfree Life® gang prevention programs. Valero Refinery provided GAP with a \$25,000 award to fund the STEP UP! After school program and enhance its technology services to its youths.

Funds that were leveraged through Valero's support gave youths an opportunity to gain hands on experience with our mobile technology lab - Schools With Accessible Technology (SWAT) vehicle.

GAP also has longstanding partnerships with the LAPD, and works closely with the LAPD Harbor Division, LAPD Southwest Division, LAPD Hollenbeck Division and the Los Angeles Sheriff's Stations of Lomita, Lennox, Carson, and Compton. In addition, GAP coordinates services with law enforcement Community Relations Departments, Graffiti Task Forces and local Senior Lead Officers.

GAP has been honored by Former Los Angeles Mayor, James Hahn several times during his term, and Los Angeles County Supervisor Don Knabe honored GAP for its gang prevention and clean up work as well. Former Congresswoman Juanita Millender-McDonald and Congresswoman Linda T. Sanchez honored GAP for its work in their Congressional Districts, and both City of Los Angeles, CD 14 Councilmember Jose Huizar and CD 15 Councilmember Janice Hahn have honored GAP for its excellent work in providing gang prevention and clean up services. GAP has received numerous awards from the Wilmington Historical Overlay District, the Port of Los Angeles, the Boyle Heights Neighborhood Council, the Harbor Gateway South Neighborhood Council, Watts Neighborhood Council, Wilmington Neighborhood Council, the Young President's Organization, Bank of America Local Heroes, and Women In Film LA.

GAP has 4 Offices and Warehouse locations:

GAP Wilmington Office
309 W. Opp Street
Wilmington, CA 90744

Watts/Lynwood/Compton Service Center (WLCSC)
2555 Industry Way
Lynwood, CA 90262

Wilmington Warehouse
231 N. Island Avenue
Wilmington, CA 90744

Boyle Heights Warehouse
805 Traction Avenue
Los Angeles, CA 90033

As part of our strategy to diversify our funding stream, the Gang Alternatives Program (GAP) has developed a framework for long term strategic planning, with the process to continue in 2010. Through our ongoing outreach strategy, it is our intention to continue to uphold the vision of our founders – to prevent young people from joining gangs. To help

our youth make more informed choices which will impact their lifestyles in a positive way.

Futhermore, GAP's board of directors has enlisted a team of knowledable, talented, trusted and passionate individuals. The following are the senior and program staff responsible to strategically carry out GAP's agency goals and objectives.

Administrative and Budgeting Personnel

Douglas L. Semark, Ph.D., Executive Director, Gang Alternatives Program (GAP)

A FTE Executive Director and Chief Learning Officer provides leadership and strategic planning to all of the Gang Alternatives Program (GAP) programs and departments. He oversees three major departments, the Administration, Learning Office and Community Clean Up Departments, with over 70 employees. Under the Learning Office, the Executive Director will oversee the administration, strategic planning and program development of My Gangfree Life® prevention program. The Executive Director has over 33 extensive years of professional experience working in youth development programs.

He specializes in child development, child/volunteer protection, volunteer training and certification, gang prevention, adult/training, community clean up and preservation, professional development and diversity/equity training. He has a doctorate degree from Case Western Reserve University and sits on professional associations and committees such as the Los Angeles Unified School District's (LAUSD) Human Relations Commission, the UCLA/Rand Center for Adolescent Health Community Advisory Board, the US Department of Justice Weed & Seed Steering Committee, and the Harbor Area Youth and Family Collaborative.

During his tenure as Chief Learning Officer and National Executive Director of the American Youth Soccer Organization (AYSO), he created the AYSO Safe Haven program, which became the first nationally mandated child and volunteer protection program in the nation. In addition, he developed and implemented best practices in child development, character development, and youth guidance into the mandatory training for 250,000 organizational volunteers, and he successfully submitted the coach training program for accreditation by the National Council on Accreditation Coaching Education as the first nationally-accredited youth sports program.

David L. Tynes., Director of Operations, Administration

A FTE Director of Operations will oversee the Financial Reporting for GAP's My Gangfree Life® Gang Prevention Program. He will also oversee the administrative, human resources, and payroll obligations for My Gangfree Life® Advisors. The Director of Operations has a Bachelor of Science in Business Administration, and has over 20 years working in the for-profit and nonprofit sectors as a finance and business manager.

My Gangfree Life® Program Personnel

Jessica Martinez, M.A., Associate Director

A FTE Associate Director of Gang Prevention Programs will oversee GAP's My Gangfree Life® Gang Prevention Program. Her primary responsibility will consist of planning, organizing, and staffing. She will also oversee programmatic reporting for My Gangfree Life® Program. The Associate Director has over five years of experience working in gang prevention at the Gang Alternatives Program. Her educational background consists of a Bachelor of Science in Occupational Studies, with an emphasis in Corporate Training and Development, a Masters Degree in Occupational Studies, and an adult education teaching credential.

Dimmery Davis, My Gangfree Life® Prevention Specialist

A FTE Gang Prevention Specialist will primarily be responsible for planning, design and implementation of the My Gangfree Life® Gang Prevention Program. He will also be the first lead in facilitating the program in the classroom. He will also serve as an official conduit to train potential My Gangfree Life® Advisors who will instruct the curriculum in the program. The Specialist has an Associates in Liberal Arts, is a certified Parent Project® facilitator, and has over seven years of experience at GAP facilitating its gang prevention and youth programs. The Specialist will also be providing additional one-on-one mentoring services in the classroom to assist the 2.5% at risk students and will monitor the students success through out the program. He will also collaboratively work with the teachers, counselors and social workers if needed.

My Gangfree Life®, Classroom Advisors

GAP has 4 PTE My Gangfree Life® Classroom Advisors facilitating My Gangfree Life® 4th Grade Gang Prevention Program. Their primary responsibility will be to instruct and provide My Gangfree Life® curricula to 4th grade students in the classroom. Classroom Advisors must be high school graduates and enrolled in college, showing a minimum of 24 college units. They must have at least three years experience working with youths in a classroom setting.

We are submitting this proposal on behalf of the Gang Alternatives Program (GAP) to the City of Carson for \$40,000.00 to continue to assist the City of Carson, its residents and youths to live a Gangfree® life!

The primary contact for this contract is:

Douglas L. Semark, Ph.D.
Executive Director
Gang Alternatives Program (GAP)
309 W. Opp Street
Wilmington, CA 90744

Telephone: (310) 519-7233
Fax: (310) 519-8730
Email: dougsemark@gangfree.org

Gang Alternatives Program (GAP)
2010-2011 Board Roster



Executive Committee

<p>Name & Board Title: Daniel Johansen, President</p> <p>Business: Rancho LPG Holdings, LLC</p> <p>Address: 2110 N. Gaffey Street, San Pedro CA 90731</p> <p>Tel: (310) 833-5275</p> <p>Mobile/Alt. Tel: (626) 437-5794</p> <p>Fax: (310) 833-5680</p> <p>Email: djohansen@rancholpg.com</p>	<p>Name & Board Title: Jane Tokubo, Vice President</p> <p>Business: 186th Elementary School, Healthy Start</p> <p>Address: 1581 W. 186th Street, Gardena, CA 90248</p> <p>Tel: (310) 324-2305</p> <p>Mobile/Alt. Tel: (310) 651-7861</p> <p>Fax:</p> <p>Email: jtokubo@aol.com</p>
<p>Name & Board Title: Elise Swanson, Secretary</p> <p>Business: Ponte Vista</p> <p>Address: P.O. Box 989, San Pedro CA 90733</p> <p>Tel: (310) 241-0699</p> <p>Mobile/Alt. Tel: (310) 590-6311</p> <p>Fax:</p> <p>Email: elise@ponteavista.com</p>	<p>Name & Board Title: Tara O'Brien, Treasurer</p> <p>Business: Kaiser Permanente</p> <p>Address: 25825 S. Vermont Avenue, Harbor City, CA 90710</p> <p>Tel: (310) 517-4267</p> <p>Mobile/Alt. Tel:</p> <p>Fax: (310) 517-4286</p> <p>Email: tara.n.o'brien@kp.org</p>

Board Members

<p>Name & Board Title: Frank Camello, Board Member</p> <p>Business: Califano Realty</p> <p>Address: 638 W. 9th Street, San Pedro, CA 90731</p> <p>Tel: (310) 519-1799</p> <p>Mobile/Alt. Tel: (310) 962-1396</p> <p>Fax: (310) 833-9710</p> <p>Email: fcam53@aol.com</p>	<p>Name & Board Title: Erika Velasquez, Ex-officio member</p> <p>Business: Los Angeles City Councilwoman Janice Hahn, CD 15</p> <p>Address: 200 N. Spring Street, Room 435, Los Angeles, CA 90012</p> <p>Tel: (213) 473-7015</p> <p>Mobile/Alt. Tel:</p> <p>Fax: (213) 626-5431</p> <p>Email: erika.velazquez@lacity.org</p>
<p>Name & Board Title: Jacob Haik, Ex-Officio Member</p> <p>Business: Los Angeles Unified School District (LAUSD), Board of Education, District 7</p> <p>Address: 333 S. Beaudry Avenue, 24th Floor, Los Angeles, CA 90017</p> <p>Tel: (213) 241-6385</p> <p>Mobile/Alt. Tel:</p> <p>Fax: (213) 241-8452</p> <p>Email: jacob.haik@lausd.net</p>	<p>Name & Board Title: Robert Espinoza, Member</p> <p>Business: City of Long Beach, Office of the City Attorney</p> <p>Address: 333 W. Ocean Blvd, 11th Floor, Long Beach, CA 90802</p> <p>Tel: (562) 570-2252</p> <p>Mobile/Alt. Tel:</p> <p>Fax: (562) 436-1579</p> <p>Email: respi68@sbcglobal.net</p>

Board Members

<p>Name & Board Title: Jesse Leon</p> <p>Business: LA City, Council District 14</p> <p>Address: 2130 E. First Street, #202, Los Angeles, CA 90033</p> <p>Tel: (323) 526-3059</p> <p>Mobile/Alt. Tel:</p> <p>Fax: (323) 526-3066</p> <p>Email: jesse.leon@lacity.org</p>	<p>Name & Board Title: John Greenwood</p> <p>Business: ERA Golden West Realty</p> <p>Address: 1517 S. Gaffey Street, San Pedro, CA 90731</p> <p>Tel: (310) 831-5212</p> <p>Mobile/Alt. Tel: (310) 548-2881 ext. 18</p> <p>Fax: (310) 832-8621</p> <p>Email: johnrgreenwood@ca.rr.com</p>
<p>Name & Board Title: Mike Markulis</p> <p>Business: Retired Officer</p> <p>Address: 658 O'Farrell Street, San Pedro, CA 90731</p> <p>Tel: (310) 833-6373</p> <p>Mobile/Alt. Tel:</p> <p>Fax:</p> <p>Email: markulismgm@aol.com</p>	<p>Name & Board Title: Eleanor R. Montano</p> <p>Business: LA County Human Relations Commission</p> <p>Address: 1107 W. Papeete Street, Wilmington, CA 90744</p> <p>Tel: (310) 835-5838</p> <p>Mobile/Alt. Tel: (888) 426-9822</p> <p>Fax: (213) 633-5102</p> <p>Email:</p>

Board Members

<p>Name & Board Title: Angie Papadakis</p> <p>Business: LA County Board of Education (LACOE)</p> <p>Address: 28655 Roan Road, Rancho Palos Verdes, CA 90275</p> <p>Tel: (310) 832-1946</p> <p>Mobile/Alt. Tel:</p> <p>Fax:</p> <p>Email: alpapada@aol.com</p>	<p>Name & Board Title: Tony Cordero</p> <p>Business: ConocoPhillips Refinery</p> <p>Address: 1660 W. Anaheim Street, Wilmington, CA 90744</p> <p>Tel: (310) 952-6038</p> <p>Mobile/Alt. Tel: (310) 952-6334</p> <p>Fax: (310) 952-6334</p> <p>Email: tony.cordero@conocophillips.com</p>
<p>Name & Board Title: Sgt. Catherine Plows</p> <p>Business: LAPD, Harbor Division</p> <p>Address: 2175 Johns S. Gibson Blvd, San Pedro, CA 90731</p> <p>Tel: (310) 522-2042</p> <p>Mobile/Alt. Tel: (310) 726-7700</p> <p>Fax:</p> <p>Email: 26926@lapd.lacity.com</p>	<p>Name & Board Title: Mark Waronek</p> <p>Business: Waronek & Associates</p> <p>Address: P.O. Box 4396, Torrance CA 90510</p> <p>Tel: (310) 626-0995</p> <p>Mobile/Alt. Tel: (310) 809-7326</p> <p>Fax: (310) 347-4411</p> <p>Email: mark@ek-ek.com</p>

Board Members

<p>Name & Board Title: Laurence (Larry) Kurtz</p> <p>Business: Apartment Directory</p> <p>Address: 2515 S. Western Avenue, San Pedro, CA 90732</p> <p>Tel: (310) 832-0354</p> <p>Mobile/Alt. Tel:</p> <p>Fax: (310) 832-9320</p> <p>Email: lakurtz@aol.com</p>	<p>Name & Board Title: Irene Mendoza</p> <p>Business: Svorinich & Associates</p> <p>Address: 1891 N. Gaffey Ste. 221 San Pedro, CA 90731</p> <p>Tel: (310) 547-9404</p> <p>Mobile/Alt. Tel: (310) 961-7025</p> <p>Fax: (310) 547-7025</p> <p>Email: irene@svorinich.com or imendoza@ca.rr.com</p>
<p>Name & Board Title: Romell Foster-Owens</p> <p>Business: Jowharah Films</p> <p>Address: 6671 Sunset Blvd, Bldg 1585, Ste. 112, Hollywood, CA 90028</p> <p>Tel: (323) 767-6772</p> <p>Mobile/Alt. Tel: (323) 767-6772</p> <p>Fax: (626) 667-7178</p> <p>Email: romell@jowharahfilms.com</p>	<p>Name & Board Title: Stephan Faichney</p> <p>Business: Valero Refinery</p> <p>Address: 2402 E. Anaheim St, Wilmington, CA 90744</p> <p>Tel: (562) 491-6621</p> <p>Mobile/Alt. Tel:</p> <p>Fax:</p> <p>Email: steve.faichney@valero.com</p>

Board Members

<p>Name & Board Title: Cecilia Moreno</p> <p>Business: Port of Los Angeles</p> <p>Address: 425 S. Palos Verdes St, 5th Floor, San Pedro, CA 90731</p> <p>Tel: (310) 732-7659</p> <p>Mobile/Alt. Tel:</p> <p>Fax:</p> <p>Email: cmoreno@portla.org</p>	

My Gangfree Life®
4th and 6th Grade
Program Budget

My Gangfree Life® 4th Grade Program	
<i>Program Budget</i>	
Personnel:	Request from Carson CDBG
My Gangfree Life Advisor (PTE, \$10 per hr + benefits)	\$ 15,000.00
Operating Costs:	
Student Curriculum (manuals, posters, videos)	\$ 1,500.00
Student Materials (workbooks, handouts)	\$ 1,500.00
Program Development (presentations, special programs, projects)	\$ 1,000.00
Parent Involvement (booklets, handouts, posters, videos)	\$ 250.00
Equipment (overhead project, laptop, LCD projector, screens)	
Travel (Staff to and from schools)	\$ 100.00
Training (Staff inservice)	
Meetings (monthly collaborative partner meetings)	
Culmination Exercises (parent invitations, certificates, programs)	\$ 150.00
Evaluation (pre and post surveys, data collection)	\$ 1,000.00
T-Shirts (students, teachers, aide)	\$ 500.00
Total	\$ 21,000.00
My Gangfree Life® 6th Grade Program	
<i>Program Budget</i>	
Personnel:	Request from Carson CDBG
<i>Classroom Advisor, salary and benefits</i>	
1 Classroom Advisor	\$ 15,000.00
Benefits, Medical, Dental and Vision	\$ 2,000.00
Personnel Total	\$ 17,000.00
Operating Costs:	
<i>Service Descriptions:</i>	

My Gangfree Life®
 4th and 6th Grade
 Program Budget

Project Materials/Supplies: Materials include manuals, paper, pencils, pads, handouts.	\$	1,000.00
Printing/Design: Brochures, handouts, forms, certificates.	\$	1,000.00
Rental Costs:		
Equipment:		
General Support: Office staff support, payroll, receptionist, bookkeeper.		
Other Miscellaneous:		
Total:	\$	19,000.00
Grand Total	\$	40,000.00

HARBOR AREA GANG ALTERNATIVES PROGRAM
Budget Forecast
July 2010 through June 2011

	<u>Annual Budget</u>
Ordinary Income/Expense	
Income	
9000-00-IN-KIND HAHN-DONTN	
Misc-IN-KIND	3,000.00
RENT-IN-KIND	117,000.00
	<hr/>
Total 9000-00-IN-KIND HAHN-DONTN	120,000.00
9001-00-GRANT INCOME	
6 CITIES	0.00
ALTERNATIVE SERVICES FOR YOUTH	0.00
Beautification	0.00
BEYOND THE BELL GRANT INCOME	411,784.00
CARSON GRANT INCOME	13,561.00
CD14 GRANT INCOME	24,994.00
CDD GRANT INCOME	183,197.98
CRLA GRANT INCOME	19,244.00
KAISER PERMANENTE	20,000.00
KNABE GRANT INCOME	125,000.00
OCB GRANT INCOME	834,000.00
OJP GRANT INCOME	135,000.00
SAFCF	356,250.00
TOBERMAN GRANT INCOME	43,000.00
WEED/SEED GRANT	19,450.00
WORKFORCE GRANT INCOME	0.00
	<hr/>
Total 9001-00-GRANT INCOME	2,185,480.98
9003-00-CORP GRANTS	80,000.00
9004-00 DINNER FUNDRAISER INC	
ADVERTISING	2,020.00
AUCTION	14,600.00
DONATIONS	8,000.00
MEAL INCOME	28,800.00
SPONSOR A GAP KID	10,000.00
SPONSORSHIP	22,150.00
	<hr/>
Total 9004-00 DINNER FUNDRAISER INC	85,570.00
9004-05 LUNCH FUNDRAISER	
AUCTION ITEMS	1,325.00
DONATIONS	22,293.33
MEAL INCOME	3,050.00
	<hr/>
Total 9004-05 LUNCH FUNDRAISER	26,668.33

HARBOR AREA GANG ALTERNATIVES PROGRAM
Budget Forecast
July 2010 through June 2011

Annual Budget

9007-00-PRIVATE DONORS	671.58
9009-00 MISC. REIMBURSEMENTS	15.00
9012 · Reimbursed Expenses	0.00
9014 · COMMUNITY EVENT DONATIONS	
TOY GIVE AWAY	0.00
9014 · COMMUNITY EVENT DONATIONS - Other	1,800.00
Total 9014 · COMMUNITY EVENT DONATIONS	<u>1,800.00</u>
 Total Income	 2,500,205.89

Expense

1000-00-SALARY	
1000-00-SALARY-ASY	0.00
1000-00-SALARY-BTB	314,305.43
1000-00-SALARY-BULK	16,433.23
1000-00-SALARY-CARSON	5,305.00
1000-00-SALARY-CDD	88,000.65
1000-00-SALARY-OCB	470,279.57
1000-00-SALARY-OJP	75,433.00
1000-00-SALARY-SAFCF	164,870.27
1000-00-SALARY-SPWGRAF	0.00
1000-00-SALARY-TOBERMAN	21,465.00
1000-00-SALARY-UNRESTR	152,104.36
1000-00-SALARY-WEED/SEED	15,800.00
1000-00-SALARY-WORKFORCE	4,800.00
1000-00-SALARY - Other	2,674.03
Total 1000-00-SALARY	<u>1,331,470.54</u>

1100-00-PAYROLL TAXES	
1100-00-PAYROLL TAXES-BTB	12,726.00
1100-00-PAYROLL TAXES-BULK	1,424.58
1100-00-PAYROLL TAXES-CARSON	525.77
1100-00-PAYROLL TAXES-CDD	8,273.89
1100-00-PAYROLL TAXES-OCB	47,118.44
1100-00-PAYROLL TAXES-OJP	5,724.00
1100-00-PAYROLL TAXES-SAFCF	13,952.79
1100-00-PAYROLL TAXES-SPWGRAF	0.00
1100-00-PAYROLL TAXES-TOBERMAN	1,830.00
1100-00-PAYROLL TAXES-UNRESTRIC	11,506.72
1100-00-PAYROLL TAXES-WEED/SEED	1,908.93
1100-00-PAYROLL TAXES-WORKFORCE	325.00

HARBOR AREA GANG ALTERNATIVES PROGRAM
Budget Forecast
July 2010 through June 2011

	<u>Annual Budget</u>
1100-00-PAYROLL TAXES - Other	0.00
Total 1100-00-PAYROLL TAXES	105,316.12
2003-00-WORK COMP	
2003-00-WORK COMP-BTB	6,043.83
2003-00-WORK COMP-BULK	2,377.86
2003-00-WORK COMP-CARSON	78.37
2003-00-WORK COMP-CDD	1,379.70
2003-00-WORK COMP-OCB	55,161.86
2003-00-WORK COMP-OCB SUMMER Y	3,352.60
2003-00-WORK COMP-OJP	1,575.00
2003-00-WORK COMP-SAFCE	15,849.61
2003-00-WORK COMP-SPWGRAF	0.00
2003-00-WORK COMP-TOBERMAN	450.00
2003-00-WORK COMP-UNRESTRICTED	7,588.97
2003-00-WORK COMP-WEED/SEED	1,546.67
2003-00-WORK COMP-WORKFORCE	60.00
Total 2003-00-WORK COMP	95,464.47
2004-00-MEDICAL/DENTAL/LIFE	
2004-00-MEDICAL-BEYOND THE BELL	10,548.95
2004-00-MEDICAL-BULK	4,007.66
2004-00-MEDICAL-CARSON	187.08
2004-00-MEDICAL-CDD	10,591.53
2004-00-MEDICAL-LACPW	0.00
2004-00-MEDICAL-OCB	71,755.28
2004-00-MEDICAL-OJP	5,400.00
2004-00-MEDICAL-SAFCE	21,493.21
2004-00-MEDICAL-SPWGRAF	0.00
2004-00-MEDICAL-TOBERMAN	2,763.00
2004-00-MEDICAL-UNRESTRICTED	14,835.26
2004-00-MEDICAL-WORKFORCE	0.00
Total 2004-00-MEDICAL/DENTAL/LIFE	141,581.97
2005-00-PENSION PLAN	
2005-00-PENSION PLAN-BTB	1,424.77
2005-00-PENSION PLAN-BULK	449.05
2005-00-PENSION PLAN-CARSON	
2005-00-PENSION PLAN-CDD	1,202.42
2005-00-PENSION PLAN-LACPW	42.09
2005-00-PENSION PLAN-LOMITA	4.90
2005-00-PENSION PLAN-OCB	6,931.87
2005-00-PENSION PLAN-OJP	1,332.00

HARBOR AREA GANG ALTERNATIVES PROGRAM
Budget Forecast
July 2010 through June 2011

	<u>Annual Budget</u>
2005-00-PENSION PLAN-SAFCE	1,655.00
2005-00-PENSION PLAN-TOBERMAN	522.00
2005-00-PENSION PLAN-UNRESTRICT	7,035.66
Total 2005-00-PENSION PLAN	<u>20,599.76</u>
 3001-00-MILEAGE	
3001-00-MILEAGE-BTB	2,559.20
3001-00-MILEAGE-CDD	1,164.58
3001-00-MILEAGE-OCB	145.17
3001-00-MILEAGE-OJP	1,000.00
3001-00-MILEAGE-SAFCE	238.31
3001-00-MILEAGE-UNRESTRICTED	2,784.69
3001-00-MILEAGE-WORKFORCE	
Total 3001-00-MILEAGE	<u>7,891.95</u>
 4000-00-SUBCONTRACTOR-KNABE	452.00
4002-00-CNSLTN AUDTR-BTB	1,218.40
4002-00-CNSLTN AUDTR-CDD	1,218.40
4002-00-CNSLTN AUDTR-KNABE	4,873.60
4002-00-CNSLTN AUDTR-OCB	4,873.60
4003-01-PYRLL SERV	
4003-01-PYRLL SERV-BTB	349.79
4003-01-PYRLL SERV-BULK	28.84
4003-01-PYRLL SERV-CDD	61.59
4003-01-PYRLL SERV-OCB	159.84
4003-01-PYRLL SERV-OJP	50.00
4003-01-PYRLL SERV-SAFCE	48.49
4003-01-PYRLL SERV-UNRESTRICTED	416.69
4003-01-PYRLL SERV - Other	6,926.65
Total 4003-01-PYRLL SERV	<u>8,041.89</u>
 5001-04-MTNG SUPP-KNABE	1,911.01
5001-06-PARKING-KNABE	40.25
5001-40-BEYOND THE BELL PROGRAM	
CELLULAR	3,790.49
COPIER	3,232.16
EQUIPMENT	13,002.00
FACILITIES	31,287.51
INTERNET	
LIABILITY INS	14,183.19
OFFICE SUPPLIES	6,009.49
PARKING	
POSTAGE	24.00

HARBOR AREA GANG ALTERNATIVES PROGRAM
Budget Forecast
July 2010 through June 2011

	<u>Annual Budget</u>
PRINTING	102.50
R&M	
STAFF TESTING	
STUDENT SUPPLIES	1,294.61
T-SHIRTS	917.51
TELEPHONES	1,179.15
Total 5001-40-BEYOND THE BELL PROGRAM	<u>75,022.61</u>
5001-41-CARSON PROGRAM EXPENSES	
LIAB INSURANCE	2.19
OFFICE SUPPLIES	68.44
PRINTING	2,686.40
RENT	5,357.96
T-SHIRTS	1,527.74
TELEPHONES	589.57
Total 5001-41-CARSON PROGRAM EXPENSES	<u>10,232.30</u>
5001-46-OCB PROGRAM EXPENSES	
ALARM	916.59
BUSINESS IMPROVEMENTS	6,103.05
CELLULAR	9,045.29
DRINKING WATER	3,028.44
EQUIPMENT	2,121.01
GPS	
GRAFFITI SUPPLIES	16,060.24
LAWN/WEED TRIMMER	503.78
LIAB INSURANCE	35,457.99
LIC/PERMITS	6,899.00
LUNCHEONS	
MEMBERSHIPS	47.00
MISC REPAIR	615.69
OFFICE SUPPLIES	1,553.09
PAINT	60,001.60
PARKING	86.00
POSTAGE	35.08
PRINTING	455.23
RENT	37,201.29
SAND	383.62
STAFF MEETINGS	189.37
T-SHIRTS	351.20
TELEPHONES	7,549.43
UNIFORMS	4,165.89
UTILITIES	16,909.58



HARBOR AREA GANG ALTERNATIVES PROGRAM
Budget Forecast
July 2010 through June 2011

	<u>Annual Budget</u>
VEH GAS	32,527.93
VEHICLE MAINT/REPAIR	13,071.04
XMAS PARTY	930.89
5001-46-OCB PROGRAM EXPENSES - Other	917.58
Total 5001-46-OCB PROGRAM EXPENSES	<u>257,126.90</u>
5001-47-OJP PROGRAM EXPENSE	
WORKBOOKS	14,448.00
Total 5001-47-OJP PROGRAM EXPENSE	<u>14,448.00</u>
5001-50-CDD PROGRAM EXPENSES	
ADMINISTRATIVE COSTS - RENT	18,040.91
EVALUATION	8,316.94
LIABILITY INSURANCE	7,145.85
OFFICE SUPPLIES	2,618.85
PRINTING	1,234.69
STAFF TRAINING	355.00
T-SHIRTS	5,404.53
Total 5001-50-CDD PROGRAM EXPENSES	<u>43,116.77</u>
5001-51-LACPW PROGRAM EXPENSES	
CELLULAR	110.20
VEH GAS	1,599.95
Total 5001-51-LACPW PROGRAM EXPENSES	<u>1,710.15</u>
5001-54-ALT SERV FOR YOUTH	
FOOD/MEALS/SNACKS	54.62
UTILITIES	141.03
Total 5001-54-ALT SERV FOR YOUTH	<u>195.65</u>
5001-55-SAFCF	
CELLULAR	3,081.77
EQUIP	187.12
GRAFFITI SUPPLIES	4,217.70
LIABILITY INSURANCE	7,037.34
PAINT	29,420.64
RENT	10,504.55
UNIFORMS	140.48
VEH GAS	16,004.98
VEHICLE MAINT	2,666.76
Total 5001-55-SAFCF	<u>73,261.34</u>

HARBOR AREA GANG ALTERNATIVES PROGRAM
Budget Forecast
July 2010 through June 2011

	<u>Annual Budget</u>
5001-56-SPWGRAF	
CELLULAR	341.28
GAS	811.82
Total 5001-56-SPWGRAF	<u>1,153.10</u>
5001-59-BULK	
GRAFFITI SUPPLIES	504.18
VEH GAS	6,519.15
VEH REPAIR	656.16
Total 5001-59-BULK	<u>7,679.49</u>
5001-60-6 CITIES	
OVERNIGHT MAIL	79.34
PRINTING	139.09
Total 5001-60-6 CITIES	<u>218.43</u>
5001-62-WEED&SEED	
MTNG SUPP	88.47
Total 5001-62-WEED&SEED	<u>88.47</u>
5001-63-OCB SUMMER YOUTH	
MTNG SUPP	0.00
Total 5001-63-OCB SUMMER YOUTH	<u>0.00</u>
5001-64-CD14 PROGRAM EXPENSES	
SUPPLIES	1,262.13
Total 5001-64-CD14 PROGRAM EXPENSES	<u>1,262.13</u>
5001-65-TOBERMAN PROGRAM EXP	
CELLULAR	293.81
LIABILITY INSURANCE	1,420.60
PARENT MANUALS	6,379.88
PRINTING	36.58
TELEPHONES	744.00
Total 5001-65-TOBERMAN PROGRAM EXP	<u>8,874.87</u>
5001-66-CRLA PROGRAM EXPENSES	
GRAFFITI SUPPLIES	112.15
PAINT	1,535.56
Total 5001-66-CRLA PROGRAM EXPENSES	<u>1,647.71</u>

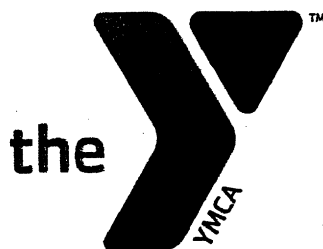
HARBOR AREA GANG ALTERNATIVES PROGRAM
Budget Forecast
July 2010 through June 2011

Annual Budget

5001-67-WORKFORCE PROGRAM EXP	
LIABILITY INSURANCE	
MISC EXPENSES	177.84
Total 5001-67-WORKFORCE PROGRAM EXP	<u>177.84</u>
5002-00-SUBSCRIPTIONS-KNABE	276.00
5004-50-LIAB INS	
5004-50-LIAB INS-KNABE	20,670.96
5004-50-LIAB INS - Other	
Total 5004-50-LIAB INS	<u>20,670.96</u>
5010-00-MISC EXP	1,394.13
5010-01-BADGE/PINS/PLAQUE-KNABE	60.36
5010-03-XMAS PARTY-KNABE	1,094.07
5010-04-LOCKSMITH-KNABE	301.82
5010-05-LUNCHEON-KNABE	712.55
5010-06-OVERNIGHT MAIL-KNABE	14.38
5010-07-TAXES-KNABE	294.00
5010-11-BRD MEMBERS DEVELOPMENT	704.91
5010-12-DONATION-GENERAL	17.98
5010-13-LEGAL EXP	
5010-13-LEGAL EXP - BELFOR USA	1,000.00
5010-13-LEGAL EXP - Other	0.00
Total 5010-13-LEGAL EXP	<u>1,000.00</u>
5011-00-MEMBERSHIPS-KNABE	515.00
5012-00-OFF SUPPL	
5012-00-OFF SUPPL-KNABE	3,588.84
5012-00-OFF SUPPL - Other	79.90
Total 5012-00-OFF SUPPL	<u>3,668.74</u>
5013-00-PAGERS-KNABE	105.91
5014-00-POSTAGE-KNABE	643.96
5015-00-PRINTING	
5015-00-PRINTING-KNABE	811.02
Total 5015-00-PRINTING	<u>811.02</u>
5016-01-TRAINING-KNABE	661.39
5018-00-TELEPHONES	
5018-00-TELEPHONES-KNABE	51,544.75
Total 5018-00-TELEPHONES	<u>51,544.75</u>

HARBOR AREA GANG ALTERNATIVES PROGRAM
Budget Forecast
July 2010 through June 2011

	<u>Annual Budget</u>
5023-00-RENT-KNABE	6,680.84
5025-00-BUSS IMPROVEMENT	
5025-00-BUSS IMPROVEMENT-KNABE	6,105.96
5025-00-BUSS IMPROVEMENT - Other	1,164.65
Total 5025-00-BUSS IMPROVEMENT	<u>7,270.61</u>
5027-00-LIC/PERMITS-KNABE	496.30
5028-00-VEHICLE MAINT	95.70
5029-00-VEH GAS	911.27
6001-00-COMP HDWE/SFTWR	
6001-00-COMP HDWE-KNABE	438.99
6002-00-COMP SFTWR-KNABE	241.42
Total 6001-00-COMP HDWE/SFTWR	<u>680.41</u>
7001-00 DINNER FUNDRAISING EXP	
AUCTION ITEMS	4,536.86
CONSULTING	6,292.33
DECORATIONS	58.57
HALL/HOTEL RENTAL	15,844.17
MEETING/CREDIT CARD EXPENSE	
PLAQUES/BANNERS/PINS	197.55
POSTAGE	780.14
PRINTING	3,659.00
PROGRAM LAYOUT	1,000.00
SUPPLIES	203.78
Total 7001-00 DINNER FUNDRAISING EXP	<u>32,572.40</u>
7004-00 LUNCH FUNDRAISER EXP	
AUCTION ITEM	433.23
CONSULTING	10,112.50
DECORATIONS	142.11
FOOD EXPENSE	4,665.55
POSTAGE	819.19
PRINTING	1,063.80
Total 7004-00 LUNCH FUNDRAISER EXP	<u>17,236.38</u>
7006-00 COMMUNITY EVENT EXP	
TOY GIVE AWAY	6,075.00
Total 7006-00 COMMUNITY EVENT EXP	<u>6,075.00</u>
9000-00-IN-KIND-EXPENSE	



December 16, 2010

Keith Bennett
CDBG Coordinator
1 Civic Plaza Dr. Su 500
Carson, California 90745


Dear Mr. Bennett and the Commission:

Thank you very much for your consideration to be recipients of the CDBG once again. The Gardena-Carson Family YMCA is proud to currently serve the residents of Carson and would be honored to contribute toward enhancing the lives of many residents facing the challenges of living with Diabetes. We are also proud to partner with the City of Carson.

I also want to extend my appreciation to you for holding the Proposer's Conference this past December. Your support at the conference as well as continuing assistance throughout this process has been commendable.

I hope you will find our services to be a worthy cause. I look forward to hearing from you and I wish you a healthy 2011.

Sincerely,


Audie Echnoz
Executive Director



CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: Gardena - Carson Family Ymca
2. Project/Activity Name: Get moving (Diabetes) Program
(If different from above)
3. Organization Address: 1000 W. Artesia Blvd. Gardena, CA 90248
4. Organization's DUNS Number: 07-412-5949 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
Enhancing life with Diabetes. Health Improvement Program
6. Location where program services are to be provided (if different from #3 above):
Same as #3
7. Contact Person: Andric Echnoz Title: Executive Director
Daytime Telephone: (310) 523-3470 FAX: (310) 327-1083 E-Mail: Andric.echnoz@ymca1k.org
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: Andric Echnoz Title: Executive Director
Name: _____ Title: _____
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 15,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
50
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
Over 600

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

150 (50+ individuals & their families)

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

50-100

14. Have you previously received City of Carson funding?

Yes No

CDBG

X _____

Non-CDBG funding

(please indicate type/source) _____

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$ <u>0</u>	\$ <u>9,600.00</u>	\$ <u>10,000.00</u>
Other	\$	\$	\$

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☒ Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ Description of how your program will track and verify the income status of program beneficiaries.
- ☒ An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☒ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☒ Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☒ List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ Organization by-laws or charter.
- ☒ Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☒ State non-profit status determination letter [State Code 23701 (d)].

- ☒ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☒ Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☒ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

PROGRAM PROPOSAL CONTENT

HOW THE NEED WAS DETERMINED

The need for assisting people living with diabetes has become apparent. The Gardena-Carson Family YMCA serves the Carson community with many health needs and has recently created the ***Get Moving*** program to assist those living with diabetes. This need was determined due to the overwhelming health crisis in our surrounding community and country at large. Increased awareness and education about diabetes and how it relates to and affects one's health is critical at this time. Americans know little about the disease and more and more, the health community is seeing an increase in people diagnosed with diabetes. According to the American Diabetes Association (ADA), there are 18.2 million people living in the United States with diabetes. Eight out of ten people living with diabetes are overweight. One of the main causes of diabetes is obesity and a lack of exercise. Diabetes continues to remain the leading cause of blindness and kidney failure. It also continues to be a critical risk factor for heart disease, stroke, and foot or leg amputations. Though there is no cure for diabetes at this time, we do know that living a healthy lifestyle can have a positive impact on the affects of diabetes. *We started this program 2 years ago and know that based on the response, this is a continued need.*

HOW THE PROGRAM WILL MEET THE NEED

The YMCA is staffed with quality fitness coaches and is well recognized for its leading contributions in the area of fitness. The YMCA provides on-going training and offers community forums to teach about the newest health concerns and the most effective ways to attend to them. The ***Get Moving*** program will address health concerns in the community for those living with and managing diabetes. The program will attract those who may not feel comfortable sharing their health challenges with others. Participants of this program will become educated about nutrition and proper exercise, and they will come to understand how critical these factors are in order to live a healthy lifestyle. Following is a curriculum outlining just how the YMCA intends to meet these needs:

Diabetes Prevention and Management Program: Curriculum Outline

Module 1: Learning to Live with Diabetes

Participants get to know each other and the program objectives. Participants also share what diabetes means to them. This class provides basic information on diabetes and its signs and symptoms.

Module 2: Learning How to Use the Glucometer

Participants gain knowledge and skill building related to the proper use and purpose of the glucose monitor as an important component in self-management and control of diabetes while using universal precautions. Participants also learn about the importance of testing and what the correct blood sugar levels should be.

Module 3: Learning about the Human Body

Participants become familiar with the basic functions of the human body and what happens when the person has diabetes. This class also provides a review of proper blood sugar levels. Participants also discuss the importance of the Hemoglobin A1c test and are administered a disposable A1c test during at the beginning of this class.

Module 4: Learning to Prevent Complications

Participants become familiar with the possible complications that develop among persons with Diabetes and possible ways to prevent them. They also learn to analyze a Team Plan Form, which contains information about important diabetes tests and screenings so that they can work with their doctors, registered dietitians, and other specialists.

Module 5: Learning to Exercise

Participants learn about the importance of physical activity in the control and prevention of diabetes and to explore their personal barriers that prevent regular exercise. Participants are guided through light exercise techniques including warm up and stretches as a good method of controlling blood sugar levels.

Module 6: Learning to Create a Balanced Diet (Part I)

Participants learn about the food groups so that they can become familiar with foods they can eat and which to avoid. They begin to understand words and concepts related to nutrition. They also learn to identify portions, calories, fat content, and practice reading food labels. Participants also are scheduled for an appointment with a registered dietitian for an individual meal plan.

Module 7: Learning to Create a Balanced Diet (Part 2)

Participants continue to familiarize themselves with the food groups and learn about carbohydrates, sugar, salt, and fiber.

Module 8: Learning to Exchange Food Portions (Part 3)

Participants learn about the concept of food exchanges, the nutritional value of various types of foods, and how to prepare basic menus using exchanges. Participants use food models to plan meals.

Get Moving

Module 9: Learning to Care for Our Eyes and Our Feet

Participants learn more in depth about the importance of proper eye and foot care. Personal care and working with ones doctor to receive proper exams is discussed.

Module 10: Learning about the Importance of Control

Participants discuss how they feel when they are out of control and how to get back in control. In addition, participants discuss situations that put them at risk of losing control of diabetes and receive strategies and suggestions from other program participants on how to maintain control.

Module 11: Learning to Manage Our Medications

Participants discuss the importance of medications in diabetes control and learn about the types of oral medications, how to take them, what they do, and side effects. Insulin injections are also discussed and participants are provided with recommendations for travel and sick times.

Module 12: Learning to Manage Stress

Participants learn how stress and depression affect a person and reflect about the importance of stress management in their daily lives. They also learn about basic problem solving techniques and anger management. Participants are also provided with relaxation techniques and are guided through a relaxation exercise.

The *Get Moving* program will also involve weekly workouts as well as personal training assessments.

TARGET POPULATION

The target population for this program is children and adults in Carson who are living with diabetes. Carson is a very diverse community and diabetes affects a diverse population. The ADA states that African Americans are 1.6 times more likely to have diabetes than Whites and Latinos are 1.5 times more likely. Living in our diverse community we are faced with a responsibility to meet the challenges and health related concerns presented to us. Exercise is an important part of staying healthy. The Gardena-Carson Family YMCA provides a long history of serving both the Gardena and Carson communities. It is located on 1000 Artesia Blvd in the city of Gardena. This is a 38,000 square foot full facility which includes a free weight room, indoor swimming pool, lap swimming, water fitness classes, over 40 group exercise classes each week including yoga and cardio boxing classes, indoor cycling program, nutrition counseling classes.

TRACKING AND VERIFYING INCOME STATUS

To help determine fees for the income-based membership program the YMCA staff needs to verify one of the followings for all employed members of the household:

Recent monthly pay stub(s), Federal 1040 income tax return, Unemployment Benefits, Cal Works Notice of Action, General Relief, SSI, or Disability.

To track City of Carson residents, YMCA staff needs to verify one of the following:

Identification Card or Utility bill.

The income-based scale is based on their total income (all sources) and number of members in their household.

Once approved:

1. Member's information will be added on the excel spreadsheet (see Exhibit)
2. Enrolled in YMAPSS member relationship software.
3. A membership card will be provided for each member enrolled and attendance will be tracked at point of entry.

EXAMPLE OF DOCUMENTATION OF INCOME STATUS

(See Attached-Examples included in packet)

YMCA PROGRAM GOALS AND OBJECTIVES

Our goal is that Carson residents living with Diabetes will feel educated and supported in their pursuit for a healthy lifestyle. This program is designed to assist people with diabetes through exercise, education and support. It will also be a time for participants to share experiences, problems, and feedback or just talk with others who have diabetes. The participants will stay connected and encouraged by beginning a relationship with each other in a way that allows them to realize they are not alone and there is support in their community. Program members will meet each week at the support group, attend events, seminars, and ongoing personal fitness programs designed by their coach. Members will have full access of the facility throughout the program. Participants will be set up on the Fitlinxx program that tracks their goals and progress and rewards them for attaining them.

Our objectives include the following:

Get Moving

1. Serve a total of 50-100 Carson residents over the course of 1 year plus their families.
2. Increase awareness of diabetes and how proper nutrition and exercise can improve the lifestyle of those living with the disease. This would be done through distribution of written materials, having guest speakers, providing a support group, monitoring exercise plans and providing additional resources.
3. Improve the quality of life for Carson City Residents
4. Inform the Carson community citizens about the YMCA and City of Carson collaboration and commitment to improving health.

METHODS FOR EVALUATING PERFORMANCE AND SUCCESS

1. Tracking the number of participants.
2. Tracking the number of applicants/requests to be a part of the program.
3. Tracking and document the willingness for local health related guests to speak at open forums at the YMCA.
4. Documenting success stories and testimonials from our participants.
5. Providing on-going surveys asking for feedback from participants in program.
6. Monitoring on-going participation via our Fitlinxx equipment as well as one to one meetings with trainers.

HOW PROGRAM WILL BENEFIT CITY OF CARSON RESIDENTS

1. This program will be at **No Cost** to the City of Carson residents.
2. Facility provides several exercise programs that are engaging so that program members can utilize and maintain an active lifestyle that will benefit the mind, body, and spirit.
3. Program will provide a meeting place outside the hospital and clinic setting to allow people of all ages to discuss issues that are common among diabetics.
4. Information discussed at these socials will include but not limited to experiences with high and low blood glucose levels and how to correctly adjust them.
5. Exchange personal exercise routines to help control blood glucose levels.
6. Provide a support group for members to share experiences, gain support, understand and improve diabetes self-care.
7. Allow for the healthy community to contribute to a growing need.

8. Residents will feel supported and realize the city cares about them.

EXPERTISE AND BACKGROUND OF THE YMCA ORGANIZATION and YMCA SENIOR STAFF RESPONSIBLE FOR PROGRAM

The YMCA movement was founded in London in 1844. In 1851 the first YMCA in the USA was established in Boston. In 1919 the Army Navy YMCA was developed in San Pedro. They YMCA began service in the Gardena Valley area in 1927 as a youth club sponsorship of the Gardena Valley Baptist Church. In 1946 the Gardena Valley YMCA became an official branch of the YMCA of Metropolitan Los Angeles and served the Gardena community. In 1981 the service area of the YMCA expanded to include the city of Carson, thus becoming the Gardena-Carson Family YMCA. In 1989 the YMCA began a \$2,250,000 capital campaign resulting in the 38,500 sq. ft. full service facility. The 2.5 million dollar goal was reached in 1994, due mainly to individual, community and corporate donations. In 1995 the facility was completed and a grand Opening of Gardena-Carson Family YMCA was celebrated on February 3, 1995.

SENIOR STAFF RESPONSIBLE FOR PROGRAM

Jose Torres is the Healthy Lifestyles Coordinator of the Gardena –Carson Family YMCA. This is the staff member who will be directly responsible for the quality of this program and the direct service. He has an extensive background in health and fitness. He personally teaches high energy fitness classes and participates daily in delivering the message of a healthy lifestyle.

Maryam Hall is the Membership Director for the Gardena-Carson Family YMCA. Ms. Hall is responsible for a \$1.1 Million Membership Budget. She recruits, hires, and trains new Association staff to YMAPPs member relationship software. Ms. Hall is also responsible for maintaining training procedures for Membership, Front Desk and Child Watch staff along with current certifications and data entry procedures. Ms. Hall works alongside the fitness and accounting departments to ensure a successful program.

LIST OF BOARD OF DIRECTORS (OFFICERS) AND OF SUPERVISORY AND PROGRAM STAFF

Board of Directors list (*See Attached Exhibit B*)

Audrie Echnoz, Executive Director - Audrie Echnoz came to the YMCA of Metropolitan Los Angeles Association from the Long Beach Association. Ms. Echnoz accepted the position as Executive Director of the Gardena-Carson Family YMCA in May of 2008. She brings 8 years of YMCA experience with her to this position. As the Branch Executive Director, she is responsible

Get Moving

for the administration, development, and delivery of all YMCA activity in the Gardena-Carson community service area. Ms. Echnoz aligns the assets and activities of the YMCA with the branch and Association's strategic plan. Ms. Echnoz's responsibilities include achieving and maintaining financial health, membership growth and the progressive involvement of members in the co-ownership of their YMCA, the effective operation of all programs, the development of a strong branch board of managers, building strong relationships within the community and involving top leaders in the YMCA, leading a comprehensive ongoing financial development program; building a high performing staff team; providing stewardship of branch assets and serving as a member of the Association's staff team.

ORGANIZATION BY-LAWS

See Attached Exhibit C

FEDERAL NON-PROFIT STATUS DETERMINATION LETTER (501C3)

See Attached Exhibit

STATE NON-PROFIT DETERMINATION LETTER 23701D

See Attached Exhibit

1 PAGE LINE ITEM BUDGET DETAILING USE OF CDBG FUNDS REQUESTED

See Attached Exhibit

A FULL LINE ITEM BUDGET OF THE ORGANIZATION FOR THE 2008 FY

See Attached Exhibit

FINANCIAL STATEMENTS FOR THE PREVIOUS 2 YEARS-ONE IS AUDITED

See Attached Exhibit

-END-

[REDACTED]

Gardena-Carson Family YMCA

Co-Pay Program



The YMCA Co-Pay Program is possible because of the generous donations of private individuals and businesses that give annually to allow the YMCA to partner with participants who are financially unable to pay the current YMCA fees.

This partnership is a commitment of the YMCA and the participant each to pay a portion of the program fee for a six month period.

NAME OF APPLICANT: [REDACTED] PHONE #: [REDACTED]

ADDRESS: [REDACTED] CITY: ~~Carson~~ ZIP: 90278

If Applying for a Child Program, please give name of Child(ren): [REDACTED]

PROGRAM YOU ARE REQUESTING ASSISTANCE FOR: (Choose ONE)

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Preschool | <input type="checkbox"/> After School Program | <input type="checkbox"/> Swimming Lessons |
| <input type="checkbox"/> Scooter Sport | <input type="checkbox"/> Individual Membership | <input type="checkbox"/> Summer Child Care |
| <input type="checkbox"/> Resident Camp | <input type="checkbox"/> Family Membership | <input type="checkbox"/> Jr. Lakers/ Shooting Sparks |
| <input type="checkbox"/> Roller Hockey | <input type="checkbox"/> Single Head of Household | <input type="checkbox"/> Other _____ |

WHEN DO YOU WANT TO START THE PROGRAM? (DATE) as soon as possible

MARITAL STATUS: ☒ Married ☐ Single ☐ Divorced

NAME OF HUSBAND/WIFE: [REDACTED] Phone #: [REDACTED]

Number of Persons living at your residence: 4 Number of children under 18: 2

List ages of members living in household: 20, 20, 4, 12 months, _____, _____

MONTHLY INCOME

(Note: Copies of Verification Of Address and Income, I.E., AFDC, G.R., SSI, Disability, One Month's Pay Stubs, Most Recent Tax Return may be requested if needed.)

#1 Adult

EMPLOYMENT:

C.C.
\$ 2346.00

#2 Adult

EMPLOYMENT:

CHILD SUPPORT:

\$ _____

CHILD SUPPORT:

\$ _____

PUBLIC ASSISTANCE:

\$ _____

PUBLIC ASSISTANCE:

\$ _____

Applicant's Signature:

[REDACTED]

Date:

1/26/09

CO. FILE DEPT. CLOCK NUMBER

003-0008

DR PEPPER SNAPPLE GROUP
5301 LEGACY DRIVE PLANO, TX 75024-3109
P.O. BOX 869077 PLANO, TX 75086-9077

Earnings Statement



Period Beginning: 12/15/2008
Period Ending: 12/21/2008
Pay Date: 12/24/2008

Taxable Marital Status: Single
Exemptions/Allowances:
Federal: 4
CA: 6

yes

Social Security Number: [REDACTED]

Earnings	rate	hours	this period	year to date
Regular	14.0100	40.00	560.40	22,402.22
Overtime				10,264.67
Double Time				76.88
Holiday				654.32
Missed Meal				40.44
Retro Pay				121.39
Sick				539.20
Vacation				1,093.60
			Gross Pay	\$560.40

Other Benefits and Information

	this period	total to date
Pension Hours	40.00	1,748.30
Employee ID #		02035707

3360786

Deductions	Statutory	
	Federal Income Tax	-28.67
	Social Security Tax	-34.75
	Medicare Tax	-8.12
	CA State Income Tax	-1.34
	CA SUI/SDI Tax	-4.48
Other		
	Union Dues 1St	468.00
		Net Pay
		\$483.04

Your federal taxable wages this period are \$560.40

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TEAR HERE

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Form W-2 Wage and Tax Statement 2008

OMB No. 1545-0008

Department of the Treasury—Internal Revenue Service

Control number 96601576		Employer identification number 95-1644052		COPY B To Be Filed With Employee's FEDERAL Tax Return	
Employer's name, address and zip code YMCA Of Metropolitan Los Angeles 625 South New Hampshire Avenue Los Angeles CA 90005		Employee's social security number [REDACTED]		1 Wages, tips, other compensation 20686.72	2 Federal income tax withheld 784.67
		7 Social security tips		3 Social security wages 20686.72	4 Social security tax withheld 1282.58
		8 Allocated tips		5 Medicare wages and tips 20686.72	6 Medicare tax withheld 299.96
		9 Advance EIC payment		10 Dependent care benefits	11 Nonqualified plans
Employee's first name and initial Last name Suffix [REDACTED] [REDACTED] [REDACTED]		12a 12b 12c 12d		13 Statutory Employee <input type="checkbox"/> Retirement Plan <input checked="" type="checkbox"/> Third-party sick pay <input type="checkbox"/>	14 Other CAVPDI 165.49
Employee's address and ZIP code				15 State CA	20 Locality name
Employer's State ID number 910-0176-8		16 State wages, tips etc. 20686.72		17 State income tax 34.65	18 Local wages, tips etc.
				19 Local income tax	

This information is being furnished to the Internal Revenue Service

Form W-2 Wage and Tax Statement 2008

OMB No. 1545-0008

Department of the Treasury—Internal Revenue Service

Control number 96601576		Employer identification number 95-1644052		COPY C For EMPLOYEE'S RECORDS. (See Notice to Employee on back of Copy B).	
Employer's name, address and zip code YMCA Of Metropolitan Los Angeles 625 South New Hampshire Avenue Los Angeles CA 90005		Employee's social security number [REDACTED]		1 Wages, tips, other compensation 20686.72	2 Federal income tax withheld 784.67
		7 Social security tips		3 Social security wages 20686.72	4 Social security tax withheld 1282.58
		8 Allocated tips		5 Medicare wages and tips 20686.72	6 Medicare tax withheld 299.96
		9 Advance EIC payment		10 Dependent care benefits	11 Nonqualified plans
Employee's first name and initial Last name Suffix [REDACTED] [REDACTED] [REDACTED]		12a 12b 12c 12d		13 Statutory Employee <input type="checkbox"/> Retirement Plan <input checked="" type="checkbox"/> Third-party sick pay <input type="checkbox"/>	14 Other CAVPDI 165.49
Employee's address and ZIP code				15 State CA	20 Locality name
Employer's State ID number 910-0176-8		16 State wages, tips etc. 20686.72		17 State income tax 34.65	18 Local wages, tips etc.
				19 Local income tax	

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other section may be imposed on you if this income is taxable and you fail to report it.

Form W-2 Wage and Tax Statement 2008

OMB No. 1545-0008

Department of the Treasury—Internal Revenue Service

Control number 96601576		Employer identification number 95-1644052		COPY 2 To Be Filed With Employee's State, City, or Local Income Tax Return	
Employer's name, address and zip code YMCA Of Metropolitan Los Angeles 625 South New Hampshire Avenue Los Angeles CA 90005		Employee's social security number [REDACTED]		1 Wages, tips, other compensation 20686.72	2 Federal income tax withheld 784.67
		7 Social security tips		3 Social security wages 20686.72	4 Social security tax withheld 1282.58
		8 Allocated tips		5 Medicare wages and tips 20686.72	6 Medicare tax withheld 299.96
		9 Advance EIC payment		10 Dependent care benefits	11 Nonqualified plans
Employee's first name and initial Last name Suffix [REDACTED] [REDACTED] [REDACTED]		12a 12b 12c 12d		13 Statutory Employee <input type="checkbox"/> Retirement Plan <input checked="" type="checkbox"/> Third-party sick pay <input type="checkbox"/>	14 Other CAVPDI 165.49
Employee's address and ZIP code				15 State CA	20 Locality name
Employer's State ID number 910-0176-8		16 State wages, tips etc. 20686.72		17 State income tax 34.65	18 Local wages, tips etc.
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Form W-2 Wage and Tax Statement 2008

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Employer's name, address and zip code YMCA Of Metropolitan Los Angeles 625 South New Hampshire Avenue Los Angeles CA 90005		Employee's social security number [REDACTED]		1 Wages, tips, other compensation 20686.72	2 Federal income tax withheld 784.67
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		8 Allocated tips		5 Medicare wages and tips 20686.72	6 Medicare tax withheld 299.96
		9 Advance EIC payment		10 Dependent care benefits	11 Nonqualified plans
Employee's first name and initial Last name Suffix [REDACTED] [REDACTED] [REDACTED]		12a 12b 12c 12d		13 Statutory Employee <input type="checkbox"/> Retirement Plan <input checked="" type="checkbox"/> Third-party sick pay <input type="checkbox"/>	14 Other CAVPDI 165.49
Employee's address and ZIP code				15 State CA	20 Locality name
Employer's State ID number 910-0176-8		16 State wages, tips etc. 20686.72		17 State income tax 34.65	18 Local wages, tips etc.
				19 Local income tax	

This information is being furnished to the Internal Revenue Service

263

0019 GTH
CALIFORNIA SOLAR ENGINEERING
(323) 258-8883
820 CYNTHIA AVENUE
LOS ANGELES, CA 90065

ADP
EASY PAY

Employee Number: 0019
Department Number:
Social Security Number: 
Marital Status: MARRIED
Number Of Allowances: 08

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TEAR HERE

0019 GTH
CALIFORNIA SOLAR ENGINEERING
(323) 258-8883
820 CYNTHIA AVENUE
LOS ANGELES, CA 90065

ADP
EASY PAY

Employee Number: 0019
Department Number:
Social Security Number: ~~XXXXXXXXXX~~
Marital Status: MARRIED
Number Of Allowances: 08

Hours and Earnings				
Description	Hours	Rate	This Period	Year-To-Date
REGULAR	22.50	15.0000	337.50	577.50
O/TIME				11.25

Taxes and Deductions		
Description	This Period	Year-To-Date
FICA	25.82	45.04
CA DIS	2.70	4.71

Gross Pay Year To Date	Gross Pay This Period	Total Deductions This Period	Net Pay This Period
\$588.75	\$337.50	\$28.52	\$308.98

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TEAR HERE

1265

Gardena-Carson Family YMCA Co-Pay Program



The YMCA Co-Pay Program is possible because of the generous donations of private individuals and businesses that give annually to allow the YMCA to partner with participants who are financially unable to pay the current YMCA fees.

This partnership is a commitment of the YMCA and the participant each to pay a portion of the program fee for a six month period.

NAME OF APPLICANT: [REDACTED] PHONE # [REDACTED]

ADDRESS: [REDACTED] CITY: [REDACTED] STATE: [REDACTED]

If Applying for a Child Program, please give name of Child(ren): [REDACTED]

PROGRAM YOU ARE REQUESTING ASSISTANCE FOR: (Choose ONE)

- ☒ Preschool
- ☐ Scooter Sport
- ☐ Resident Camp
- ☐ Roller Hockey

- ☐ After School Program
- ☐ Individual Membership
- ☐ Family Membership
- ☐ Single Head of Household

- ☐ Swimming Lessons
- ☐ Summer Child Care
- ☐ Jr. Lakers/ Shooting Sparks
- ☐ Other

WHEN DO YOU WANT TO START THE PROGRAM? (DATE) 10/27/08

MARITAL STATUS: ☒ Married

☐ Single

☐ Divorced

NAME OF HUSBAND/WIFE: [REDACTED]

Number of Persons living at your residence: 2 Phone # (310) 480-1216

List ages of members living in household: 28, 24, 7, 3 Number of children under 18: 2

MONTHLY INCOME

(Note: Copies of Verification Of Address and Income, I.E., AFDC, G.R., SSI, Disability, One Month's Pay Stubs, Most Recent Tax Return may be requested if needed.)

#1 Adult

EMPLOYMENT: \$ 100 UB

#2 Adult

EMPLOYMENT: \$ Unemployment

CHILD SUPPORT: \$ 0

CHILD SUPPORT: \$ 0

PUBLIC ASSISTANCE: \$ 0

PUBLIC ASSISTANCE: \$ 0

Applicant's Signature: [REDACTED]

Date: 10/23/08

DENNIS GROUP, INC.

4171

Employee				SSN	Status (Fed/State)	Allowances/Extra
[REDACTED]				[REDACTED]	[REDACTED]	[REDACTED]
Pay Period: 11/27/2008 - 12/10/2008				Pay Date: 12/11/2008		
Earnings and Hours	Qty	Rate	Current	YTD Amounts		
Salary			330.77	7,835.95		
Deductions From Gross			Current	YTD Amounts		
Iowa-Laura				-1,448.52		
Taxes			Current	YTD Amounts		
Social Security Employee			-20.51	-485.94		
Medicare Employee			-4.60	-113.67		
CA - Disability Employee			-2.68	-62.72		
			-27.98	-662.23		
Net Pay			302.81	5,725.40		
Paid Time Off			Used	Available		
Sick			0.00	0.00		
Vacation			0.00	0.00		

PAYMENT
RECORD

DENNIS GROUP, INC., 17903 Evelyn Ave., Gardena, CA 90248 310-516-7381, DENNIS GROUP, INC.

528649 (8/08)

Exhibit 3

W/2

22222

632-05-7651

95-4437646

Dennis Group, Inc.
17903 Evelyn Ave.
Gardena, CA 90248-3737

slab
8166.72

8166.72

8166.72

man
506.34

118.42 *deduct*

CA-SDI 65.37

CA

428-9019-4

8166.72

2008

Exhibit 6

[REDACTED]

I had planned to get a family membership back in November 2008. I knew I couldn't pay the discounted amount offered by the YMCA so I left the membership hope alone. I did already try out the YMCA with a visitor pass and it worked out well for myself and kids as they are not in school yet and love going to the Y. I used to be a member out of state before I moved back to Torrance so I was working out regularly. Now it is very difficult to get a good workout out of the YMCA because I am a stay at home mom. Our previous family membership worked out well because my kids would be babysat while I worked out and then they would enjoy the YMCA as well.

Since I am a stay at home mom with a husband who only gets paid varied by the job per month I would really like to request an additional discount to the rate you guys calculated back in November of \$30 a month. Right now we can only be able to pay \$20 to \$25 a month. I really am desperate to get back to my swimming workouts again and provide my kids with more family activity. Actually, I am stressing out due to lack of exercise and I so function better towards my kids when I workout. My family so benefits from the energy and happiness the YMCA provides for us.

Please let me know if we can get a membership at the least rate possible so my family can get our healthy physical, mental, and energy back into our systems. We will be appreciative and intend to donate back in the near future. Please feel free to contact me any time at (310) 256-6563.

Thanks so much,

[REDACTED]

W-2

[REDACTED]

22222

607-36-0887

yearly

monthly

95-4437646

26000.00

2346.00

Dennis Group, Inc.
17903 Evelyn Ave.
Gardena, CA 90248-3737

26000.00

1612.00

26000.00

377.00

CA-SDI
208.00

CA

428-9019-4

26000.00

365.93

2008

**Gardena-Carson Family YMCA
BOARD OF MANAGERS
2011**

Blaine Bolin..... Chairman of the Board
 Brenda Marshall-Green..... Immediate Past Chairman
 Lindsay Olson..... Financial Development Chair/CRT Chair
 Ricardo Caceres..... Board Development Chair
 Matthew Means..... Facility Committee Chair
 Susan Lewis..... Finance Chairman
 Aida Villalobos..... Membership & Programs Chair

Please add an "" to the Preferred mailing address whether it's Business or Residence*

Renew Date

Jim Bersig Director, Common Mgmt. Systems Project CSU Dominguez Hills ID# 3128438	*Bus. 1000 East Victoria Street Carson , CA 90747	(B) 310 243-2419 (Cell) 626 390-1347 jbersig@csudh.edu	2012
Blaine Bolin Lieutenant Lomita Sheriff Station Department ID# 280318350001	*Bus. 26123 Narbonne Ave. Lomita, CA 90717 Res. 1647 Voorhees Ave. Manhattan Beach, CA 90266	(B) 310 891-3221 (Cell) 310 701-1368 dbbolin@lasd.org	2013
Tamara Boivin Community Bank ID #3059670	Res. 4803 Oliva Ave. Lakewood, CA 90712 Bus. 879 W. 190 th Street #350 Gardena, CA 90248-4223	(H) (562) 938-1115 (B) 310.243-1563 tambocity@gmail.com tboivin@cbank.com	2013
Alison Bruesehoff Museum Executive Director Dominguez Rancho Adobe Museum ID# 3370455	*Bus. 18127 S. Alameda Street Rancho Dominguez, CA 90220	(B) 310.603-0088 abruesehoff@dominguezrancho.org	2014
Ricardo Caceres ATKA Enterprises Mc Donald's ID# 3636101	Bus. 18726 S. Western Ave. #320 Gardena, CA 90248 Res. 111 S. Lucia Ave. Redondo Beach, CA 90277	(H) 310.316-7202 (B) 310.366-6931 x2 (F) 310.366-7736 (C) 310.989-4113 ricardo.caceres@us.stores.mcd.com	2013

David Cathcart Golden State Water Co. ID# 3816880	Bus. 16245 S. Broadway Gardena, CA 90248	(B) 310.660-0320 x105 (F) 310.660-0324 Cathcart.David@yahoo.com	2013
Fred Davis ATT (Anita) ID# 280300170001	Bus. 5041 Repetto Ave Los Angeles, CA 90022 *Res. 2027 W. 149 th St. Gardena, CA 90249	(B) 310 293-3691 (H) 310 532-6036 (C) 310 293-3691 fd2563@att.com	2012
Don Dear ID #280026110001	Res: 15433 Catalina Ave. Gardena, CA 90247	(H) 310.327-8965 C 310.704-0881 dldear6@aol.com	2013
Hie Frazier Deputy Carson Sheriff's Department (Sharon) ID# 070029910001	Bus. 21356 S. Avalon Blvd. Carson, CA 90745 Res. 3329 S. Denison Ave. San Pedro, CA 90731	(H) (310) 548-7160 (B) (310) 830-1123 (C) (310) 259-6630 HRFrazier@lasd.org	2013
Eric George Union Bank V.P. & Relationship Manager ID# 3647640	Bus. 970 W. 190th Street #995 Torrance, CA 90502	(B) 310. 767-5875 C 714. 624-1473 (F) 310.767-5873 eric.george@unionbank.com	2014
Peter Lee Senior Manager Windes & McClaughery Accountancy Corporation ID# 2702997	Bus. 111 West Ocean Blvd. 22 nd Floor P.O. Box 87 Long Beach, CA 90801	(B) 562.435-1191 C 310.480-5640 plee@windes.com	2012
Susan Lewis Manager Windes & McClaughery Accountancy Corporation ID# 3324788	Bus. 111 West Ocean Blvd. 22 nd floor P.O. Box 87 Long Beach, CA 90801	(B) 562.435-1191 slewis@windes.com	2013

Tamala Lewis Home Depot Center Charitable Foundation Manager ID# 522141	Bus. 18400 Avalon Blvd. #100 Carson, CA 90746	(B) 310.630-2053 (F) 310.630-2086 tlewis@homedepotcenter.com	2013
Brenda Marshall-Green Reverse Mortgage Consultant Wells Fargo ID# 2461661	Bus. 506 W. Torrance Blvd. Carson ,CA 90745	(B) 310. 783-5340 (C) 562. 234-2606 green.brenda@wellsfargo.com	2012
Christopher McWilliams Air Products and Chemicals Inc. ID# 3901403	Bus. 700 N. Henry Ford Ave. Wilmington, CA 90744	(B)310.952-9928 © 949.241-5495 (F) 310.952-9713 mcwillcm@apci.com	2013
Matthew Means Watson Land Company ID# 361361	*Bus. 22010 Wilmington Ave. Carson, CA 90745	(B) 310-952-6406 (Cell) 310. 347-2297 (F) 310. 522-8788 mmeans@watsonlandcompany.com	2013
Dan Medina City of Gardena, Councilmen (Susana) ID# 539878	*Res 15517 Van Buren Ave. Gardena, CA 90247	(Cell) 310-339-9919 dmedina@netscape.com	2012
Laurel Ojeda President Gardena Y Service Club ID# 2957620	Res. 13522 Cerise Ave. Hawthorne, CA 90250	(H) 310 679-5570 (C) 310 941-7564 LOjeda8179@aol.com	2012
Lindsay Olson President/CEO Crenshaw Lumber Co. (Anita) ID# 280051510001	*Bus. 1860 W. 166 th St. Gardena, CA 90247 Res. 10 Mustang Rd. Rancho Palos Verdes CA 90275	(B) 310-323-1337 (C) 310 612-2475 (F) 310-715-8444 (H) 310-831-6015 lindsayo@crenshawlumber.com	2012
Maria Sanchez Gardena One-Stop	Bus. 16801 S. Western Ave. #A Gardena, CA 90247	(B) 310.217-9595 (F) 310.217-6121 (H) 310.308-1996	2013

Employment & Business Center ID# 3901391		MSanchez@ci.gardena.ca.us	
Aida Villalobos Attorney ID# 280116180001	*Res. 1223 W. 144 th St. Gardena, CA 90247 Bus. 24328 S. Vermont Ave., #234 Harbor City, CA 90710	(B) 310-530-3635 (F) 310-530-3635 (C) 310.940-2181 sralobos@gmail.com	2012
Vickie Wippel Community Relations Manager Waste Management ID# 3377548	*Bus. 1970 E. 213 th Street Long Beach, CA 90810	B) 310 522-6554 (F) 310 834-2540 (C) 310 984-4501 vwippel@wm.com	2013
Tammy Wood-Cosare LAUSD-Homeless Ed. Program Parent Resource Liaison ID# 3883404	*Bus. 1208 Magnolia Ave. Gardena, CA 90247	(B) 213.765-2849 310.354-3498 (F) 213.765-3867 tammy.wood@lausd.net	2013

12 Week Program, July 2010 - June 2011
Line Item Budget

EXPENSES		SESSIONS						TOTALS
		6/15/09 - 9/25/09	10/19/09 - 1/8/10	3/29/10 - 6/18/10				
Personnel								
Program Staff (30 hrs/wk x 12 weeks for each session)	\$	5,000	\$ 5,000	\$ 5,000			\$	15,000
Equipment Costs								
Equipment (for leasing of fitness equipment as per program)	\$	3,334	\$ 3,333	\$ 3,333			\$	10,000
Administration Costs								
Admin (including overhead of facilities and staff)	\$	316	\$ 350	\$ 334			\$	1,000
Total of Expense							\$	26,000
INCOME								TOTALS
Membership Fees (committed)							\$	10,000
Private Donation (secured)							\$	1,000
CDBG Grant (secured herein)							\$	15,000 **
Total Income							\$	26,000

** Allocation of CDBG Grant: Given the flexibility of allocating the YMCA's alternate funding sources, the YMCA will reallocate as the CDBG sees fit, but current accounting allocates the \$15,000 in proposed funding entirely for Program Staff (\$15,000).

YMCA of Metropolitan Los Angeles

Monthly Forecast Review Report by Major Class

	GL ACTUAL YR2010	GL BUDGET YR2011	CUR_FRCST YR2011	CUR_FRCST MAR-10	CUR_FRCST APR-10	CUR_FRCST MAY-10	CUR_FRCST JUN-10	CUR_FRCST JUL-10
760 Gardena-Carson								
01 Unrestricted								
9999 All Programs								
+ 4102 Contributions Annual	152,332	267,960	246,195	10,505	13,061	6,720	495	12,075
+ 4200 Contributions Other	3,903	5,500	5,258	0	0	600	2,450	1,199
+ 4300 Special Events	52,628	76,540	60,191	250	1,024	260	6,150	7,260
+ 4400 Subsidies & Allocations	8,200	9,000	12,845	0	0	0	0	7,850
+ 4700 Foundation & Non-Gov. Grants	20,000	0	0	0	0	0	0	0
+ 5000 Government Grants	125,777	690	690	0	0	0	690	0
+ 5100 Membership Fees	1,094,055	1,180,716	1,108,568	88,798	89,051	90,502	95,476	97,010
+ 5300 Program Service Fees	306,490	417,468	356,864	27,913	27,612	31,436	47,775	72,205
+ 5800 Other Revenue	270	0	0	0	0	0	0	0
+ 5869 Release fr Restriction	6,750	0	0	0	0	0	0	0
+ 5900 Sales Revenue	927	795	795	85	70	110	125	125
+ 4000 Revenue	1,771,333	1,957,184	1,791,406	127,551	130,817	129,628	153,162	197,724
+ 6100 Salaries & Wages	770,776	649,539	634,599	54,995	60,718	50,612	54,192	59,918
+ 6200 Employee Benefits	117,987	97,329	73,721	6,392	6,810	6,099	6,464	6,755
+ 6300 Payroll Taxes	106,221	96,590	114,801	8,393	9,217	7,666	13,784	8,833
+ 6400 Professional/Contract Fees	45,839	64,101	50,758	(883)	2,265	4,133	3,370	3,009
+ 6500 Supplies	88,955	64,881	50,436	2,863	2,396	3,439	5,583	3,684
+ 6600 Postage & Shipping	4,814	4,832	4,076	286	295	86	1,186	100
+ 6800 Occupancy	318,117	259,215	224,252	14,575	19,070	20,235	21,366	11,392
+ 6900 Equipment	162,796	167,607	165,036	12,711	13,192	22,066	11,294	13,399
+ 7000 Interest & Debt Fees	9,530	11,465	11,465	0	1,338	1,380	1,431	1,403
+ 7150 Depreciation & Amortization	138,475	146,004	143,599	17,296	17,296	17,296	(4,181)	11,905
+ 7160 Other Expenses	93,221	92,971	93,794	5,092	5,505	6,315	8,558	6,800
+ 8300 Provisions & Transfers	472,002	460,716	427,147	36,318	34,980	34,980	32,210	32,263
+ 6000 Total Expenses, Reserves, & Transfers	2,328,731	2,103,784	1,993,683	158,038	173,082	174,306	155,257	159,460
Net Income	(557,398)	(146,600)	(202,277)	(30,487)	(42,265)	(44,679)	(2,095)	38,264

**YMCA of Metropolitan Los Angeles
Monthly Forecast Review Report by Major Class**

CUR_FRCST	CUR_FRCST	CUR_FRCST	CUR_FRCST	CUR_FRCST	CUR_FRCST	CUR_FRCST	CUR_FRCST
AUG-10	SEP-10	OCT-10	NOV-10	DEC-10	JAN-11	FEB-11	

	+ 4102 Contributions Annual	25	15,552	1,736	28,318	23,000	68,425	66,283
	+ 4200 Contributions Other	150	(91)	850	100			
	+ 4300 Special Events	16,545	28,927	(30)	(465)	120	0	150
	+ 4400 Subsidies & Allocations	0	0	4,995	0			
	+ 4700 Foundation & Non-Gov. Grants	0	0	0	0			
	+ 5000 Government Grants	0	0	0	0			
	+ 5100 Membership Fees	94,563	92,245	91,240	87,911	92,772	95,909	93,091
	+ 5300 Program Service Fees	42,526	25,366	(7,542)	29,215	16,159	31,299	12,901
	+ 5800 Other Revenue	0	0	0	0			
	+ 5869 Release fr Restriction	0	0	0	0			
	+ 5900 Sales Revenue	110	95	0	75			
	+ 4000 Revenue	153,919	162,094	91,248	145,154	132,051	195,633	172,425
	+ 6100 Salaries & Wages	55,922	55,035	52,533	50,938	43,794	51,944	43,999
	+ 6200 Employee Benefits	5,921	6,059	6,127	5,993	5,578	5,870	5,652
	+ 6300 Payroll Taxes	8,107	17,153	7,412	13,043	6,846	7,519	6,829
	+ 6400 Professional/Contract Fees	3,590	2,618	5,143	18,218	2,932	3,432	2,932
	+ 6500 Supplies	5,914	2,145	7,865	1,934	6,139	3,447	5,026
	+ 6600 Postage & Shipping	386	199	286	394	286	286	286
	+ 6800 Occupancy	24,248	19,235	13,088	25,012	18,982	18,765	18,285
	+ 6900 Equipment	14,045	11,246	12,951	13,103	18,276	11,976	10,776
	+ 7000 Interest & Debt Fees	1,377	1,488	1,509	1,540			
	+ 7150 Depreciation & Amortization	11,851	11,878	11,878	11,878	12,167	12,167	12,167
	+ 7160 Other Expenses	10,289	9,054	7,001	6,451	5,370	11,482	11,878
	+ 8300 Provisions & Transfers	59,085	32,153	32,132	32,101	33,641	33,643	33,641
	+ 6000 Total Expenses, Reserves, & Transfers	200,736	168,262	157,924	180,604	154,011	160,530	151,472
	Net Income	(46,817)	(6,168)	(66,676)	(35,450)	(21,960)	35,102	20,953

12 Week Program, July 2010 - June 2011
Line Item Budget

EXPENSES	SESSIONS						TOTALS
	6/15/09 - 9/25/09	10/19/09 - 1/8/10	3/29/10 - 6/18/10				
Personnel							
Program Staff (30 hrs/wk x 12 weeks for each session)	\$ 5,000	\$ 5,000	\$ 5,000			\$ 15,000	
Equipment Costs							
Equipment (for leasing of fitness equipment as per program)	\$ 3,334	\$ 3,333	\$ 3,333			\$ 10,000	
Administration Costs							
Admin (including overhead of facilities and staff)	\$ 316	\$ 350	\$ 334			\$ 1,000	
Total of Expense						\$ 26,000	
INCOME							TOTALS
Membership Fees (committed)						\$ 10,000	
Private Donation (secured)						\$ 1,000	
CDBG Grant (secured herein)						\$ 15,000	**
Total Income						\$ 26,000	

** Allocation of CDBG Grant: Given the flexibility of allocating the YMCA's alternate funding sources, the YMCA will reallocate as the CDBG sees fit, but current accounting allocates the \$15,000 in proposed funding entirely for Program Staff (\$15,000).

Funders

Members

American Business Bank
Bristol Farms
Burr Baldwin
Marjorie Caliman
Cleanstreet Inc.
Cook Machine & Engineering, LLC
DCA Civil Engineering Group
Fred & Anita Davis
Dulac Family
Sam Fujimoto
Gardena Nissan
George & Suzanne Hasegawa
Kelvin Hill
Home Depot Center Charitable Foundation
Kleen Kraft
Peter & Justine Lee
Steve Lee
Ruth Major
Maria Marquez-Brookes
Mar Ventures, Inc.
Mega Western Sales
Mellon 1st Business Bank
Nova Rentals
Larry Olson
PB Fasteners
Sharp & Fellows Inc.
Rotary Club of Carson-Gardena-Dominguez
Ed & Irene Russ
UPS
Richard & Bonnie Werts
Ed Wyche

Benefactors

Frank Bader
Carson Cogeneration Company
Clearview Sanitarium Inc
Crenshaw Lumber Co.
Don Dear
Jones Wholesale Lumber
John & Elaine Koubek
Jolly Martin
Lindsay & Anita Olson
The Carson Companies
United Parcel Service
Watson Cogeneration Company

Founders

American Honda Motor Co., Inc.
Crail-Johnson Foundation
Mark Granger
Kaiser Foundation Health Plan
Normandie Casino
Lloyd & Beth Olson
See's Candy Shops
Shell Oil Products US
South Bay Toyota
Stepstone, Inc.
Sweet Ovations
Toyota Motor Sales U.S.A. , Inc.
Watson Land Company
Wells Fargo Foundation
Y's Mens Club of Gardena

CARSON SHERIFF'S STATION

Gang Diversion Team



CDBG 2011



COUNTY OF LOS ANGELES
SHERIFF'S DEPARTMENT

Carson Gang Diversion Team

December 16, 2010

Mr. Keith Bennet
Office of the City Clerk
Carson City Hall
701 East Carson St.
Carson, Ca. 90745

Dear Mr. Bennett:

Enclosed is our grant application to the City's Development Block Grant. The requested funds will partially cover the costs to staff and to serve low income clients participating in the Gang Diversion Program. As described in this proposal, the Gang Diversion Team utilizes a case management approach in intervention with high-risk and gang affiliated youths. The purpose of the program is to link youths with community resources that divert them away from gang activity. The program has the participation of over 50 community-based agencies that provide services to the residents of Carson. Gang activity is a problem within the city of Carson and is associated with most of the violence that impact youth.

The Carson Sheriff's Station is committed to continuing this program in the years to come. We, therefore, request the city's assistance with this program.

Sincerely,

Fredrick J. Noya, Deputy
Gang Diversion Team Coordinator



CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: Carson Sheriff's Station Gang Diversion Team
2. Project/Activity Name: _____
(If different from above)
3. Organization Address: 21356 South Avalon Boulevard, Carson, CA 90745
4. Organization's DUNS Number: 964054386 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
To assist gang members and their families in the Carson area.
6. Location where program services are to be provided (if different from #3 above):
Carson Sheriff's Station
7. Contact Person: Fred Noya Title: Deputy
Daytime Telephone: 310-847-4018 FAX: 310-549-3017 E-Mail: fnoya@lasd.org
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: Bernice Abram Title: Captain
Name: _____ Title: _____
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 25,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
150 clients
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
2,500 persons

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

143 clients

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

Approximately 100 clients

14. Have you previously received City of Carson funding?

Yes No

CDBG

X

Non-CDBG funding

(please indicate type/source) Donations

X

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$14,685.00	\$14,520.00	\$10,000.00
Other	\$5,000.00	\$5,000.00	\$5,000.00

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☒ Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ Description of how your program will track and verify the income status of program beneficiaries.
- ☒ An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☐ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☒ Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☒ List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ Organization by-laws or charter.
- ☒ Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☐ State non-profit status determination letter [State Code 23701 (d)].

- ☒ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☐ Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☐ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

1. Needs Assessment and the Proposed Program will meet the Need

Youth violence and gang activity is a serious problem in Carson. According to the Carson Sheriff's Station, there are approximately 3,400-gang members within the Carson jurisdiction and 16 active gangs. Of the active gangs, 72% are Hispanic, 23% are African American, 4% are Asian, and 1% is White. In addition, there are 5 tagging groups recognized as being native or operating outside the city, but connected to Carson. Within a 12-month period between January 1st 2007 and December 13th 2007, there were 15 murders in the Carson area. Gang activity accounted for 13 of these murders.

Several community agencies have programs that may benefit gang affiliated youths by diverting them away from gang activity, crime and violence. Although services are available within the community, gang affiliated and high-risk youths are often unaware of the programs that may help them. In addition, youth do not have a person who can help them "navigate" the process of obtaining services. More importantly, there is not a systematic method for monitoring the youth's progress and participation within these community-based programs. The Carson Sheriff's Station has developed an innovative and unique program entitled, "Gang Diversion Team." Though the efforts of the Gang Diversion Team, community based agencies that have services for youths are brought together to meet on a monthly basis. The clients and needs are discussed at the meeting. Clients are brought to the attention of the agencies and it is determined if their services match the needs of the individuals. In addition to these meetings, the Gang Diversion Team utilizes a case management approach in which clients are triaged into services and their progress is monitored.

The Gang Diversion Team was initiated in January of 2006. Since its inception, 58 community-based agencies have been involved with program and attend regular meetings. The community-based agencies include representatives from mental health, probation, education, recreation, job placement, and faith based organizations. Since the program initiated there have been 469 clients who have participated in the program. There are 48 youths actively receiving services and being monitored by the Gang Diversion Team. Youths receiving services are at various levels of need. In order to determine the seriousness of the case, the Gang Diversion Team has developed four specific risk levels that are tailored to each clients needs. Level four clients are confirmed active gang members and/or have an arrest record and are on/or at risk of being on probation. Level three clients are either at risk of being in a gang, have mental health issues, have excessive trancies with failing grades, and/or use narcotics. Level two clients have bad attendance, low grades, and/or are disobedient towards figures of authority. Level one clients, are in need of minimal intervention and require little or no follow-up. The program uses a case management approach in which a "treatment plan" is developed. The Gang Diversion Team monitors the progress of the youths within the program. Each youth's progress is held accountable to the Sheriff's Department, the

youth's caregiver, and the community based agencies. With current staffing the program is expected to have a capacity of 60 participants.

2. Description of Target Population and the Service Setting

The target population is at-risk youth and gang affiliated individuals of all ages residing in the Carson area.

This is an innovative program in which the community serves as the setting for services for high-risk youths. As noted, the Gang Diversion Team utilizes a case management approach in which youths are triaged into services. The team approach includes the participation of over 50 community-based organizations. Each of these organizations serves as the setting for the services received by the youths. The primary goal of the team is to get the youths into services from community based organizations that best meet the needs of that youth.

3. Tracking and Verification of Income Status Beneficiaries

The income status will be recorded and traced as participants come into the program by staff from the Gang Diversion Team. The participant's caregiver will be asked to report size of household and household income to verify income status.

4. Sample documentation of the program to verify income status

See Appendix

5. Program Goals and Objectives – Program Evaluation

Goal 1: Reduce negative outcomes associated with youth involved in gang activity.

Measureable objectives:

- a) Youth clients will have fewer arrests and activity that leads to involvement with law enforcement.
- b) Youth clients will have fewer truant days from school.
- c) Youth clients will become involved in social networks that include non gang affiliated peers.
- d) Youth clients will show more involvement in positive community activities such as participation in youth groups, Boys and Girls Clubs, and volunteer activities.

Goal 2: Increase positive relationships with caregivers and other adults.

Measureable objectives:

- a) Youth clients will experience more positive relationships with family and caregivers.
- b) Youth clients will develop a positive relationship with law enforcement.

Program Evaluation. The Carson Sheriff's Station is working with Dr. Bill Sanders from California State University Los Angeles on the development of an evaluation for the

Gang Diversion Team and publication of a peer review journal. Using an action research approach, process and outcome evaluation will be carried out. Process evaluation will be used to document how agencies are collaborating to work with gang affiliated youths, how the Sheriff's Station is serving as a hub for this collaboration, and how the case management approach to working with gang affiliated and high risk youths is carried out. Process evaluation is a critical first step in program evaluation in which the services of the program are analyzed. It is important that we document that the program is doing what it has set out to do. We will be able to answer questions such as: Are high-risk youths entering the program? Are youths receiving the services they were supposed to receive? Are youths receiving the right amount of services? And are the collaborating agencies interacting with one other in a manner that is helpful to the youths?

6. Benefits of the Program to City of Carson Residents.

As the program expands it is expected to have a positive impact on the presence of gang activity in Carson. The program will have an impact on violent crime. As a city, this is one of many programs that will make Carson more attractive to visitors and new residents. It is also likely to have a positive impact on the media portrayals of Carson.

7. Brief Resume of Expertise and Background of the Organization and of the Senior Staff.

Deputy Fred Noya

- Program Coordinator
- Makes initial assessment with client and parent
- Initiates referral process.
- Facilitates monthly team meetings.
- Case Manages clients (follow-ups)
- Makes presentations regarding program.
- Mentors at risk minors.
- Organizes various incentive programs.
- Attends all collaboration meetings.
- Seek donations/funding for program.

Sandi Lemus

- Assist with program coordination
- Co-facilitates monthly team meetings.
- Assist in data collection for presentations and grant input.
- Counsel at risk youths.
- Translate and work with Spanish speaking parents and youths.

8. List of Organization's Officers and local programs and of local program and supervisory employees, along with a summary of the background of those individuals.

- Commander of Carson Sheriff's Station, Captain Bernice Abram
- Lieutenants- Operation, Detectives, Patrol
- Sergeants- Operation, Detectives, Patrol, Special Operations
- Bonus- Detectives, Patrol, Special Operations
- Deputies- Patrol, Special Operations

9. Organization by-laws or charter.

N/A

10. Federal Non-Profit Status Determination Letter

N/A

See Appendix

11. State Non-Profit Determination Letter

See Appendix

12. Line Item Budget

Line Item	Rate	Total
1 Youth Counselor Consultant	\$1,000.00/month (11months)	\$11,000.00
School Supplies, Uniforms, Shoes and Physical Education Equipment.	\$5,500.00	\$5,500.00
Redirection After School Programs/Tutoring Services	\$4,000.00	\$4,000.00
Operating supplies	\$4,000.00	\$4,000.00
Space Rental	\$500.00	\$500.00
Grand Total		\$25,000.00

13. Line Item Budget for the Organization for 2008.

CDBG - \$10,000

14. Financial Statements for the Previous Two Years.

See Appendix

Program Name: Gang Diversion Team

2010 CDBG BENEFICIARY QUALIFICATIONS STATEMENT

This statement must be completed and signed by each person or head of household (legal guardian) receiving benefits from the described project/activity. **Please answer each of the following questions.**

1. **How many persons are in your household?**
For this question, a household is a group of related or unrelated persons occupying the same house with at least one member being the head of the household. Renters, roomers, or borders cannot be included as household members.

(Note that a list of the 2010 Income categories are presented below. Please calculate the combined gross annual income of all persons living in your household from all sources of income).
2. **CIRCLE your combined gross annual income**

Los Angeles County, California

FY 2010 Income Limit Area	Median Income	FY 2010 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
		<u>Very Low (50%) Income Limits</u>	\$29,000	\$33,150	\$37,300	\$41,400	\$44,750	\$48,050	\$51,350	\$54,650
Los Angeles County	\$63,000	<u>Extremely Low (30%) Income Limits</u>	\$17,400	\$19,900	\$22,400	\$24,850	\$26,850	\$28,850	\$30,850	\$32,850
		<u>Low (80%) Income Limits</u>	\$46,400	\$53,000	\$59,650	\$66,250	\$71,550	\$76,850	\$82,150	\$87,450

3. (Per HUD regulations effective FY 2006) You may identify both a Race and a Hispanic Ethnicity. This information is confidential and is only used for government reporting purposes to monitor compliance with equal opportunity laws. Please note that self-identification of race/ethnicity is voluntary. Do you identify yourself as: (Please check which applies)

RACE:

- | | |
|---|---|
| <input type="checkbox"/> White | <input type="checkbox"/> Hispanic/Black African American |
| <input type="checkbox"/> Black/African American | <input type="checkbox"/> Hispanic/Asian |
| <input type="checkbox"/> Asian | <input type="checkbox"/> Hispanic/American Indian/Alaskan Native |
| <input type="checkbox"/> American Indian/Alaskan Native | <input type="checkbox"/> Hispanic/Native Hawaiian/Other Pacific Islander |
| <input type="checkbox"/> Native Hawaiian/Other Pacific Islander | <input type="checkbox"/> Hispanic/American Indian/Alaskan Native & White |
| <input type="checkbox"/> American Indian/Alaskan Native & White | <input type="checkbox"/> Hispanic/Asian & White |
| <input type="checkbox"/> Asian & White | <input type="checkbox"/> Hispanic/Black/African American & White |
| <input type="checkbox"/> Black/African American & White | <input type="checkbox"/> Hispanic/American Indian/Alaskan Native & Black/
African American |
| <input type="checkbox"/> Am. Indian/Alaskan Native & Black/African Am | |
| <input type="checkbox"/> Asian/Pacific Islander | <input type="checkbox"/> Other Multi-Racial |
| <input type="checkbox"/> Hispanic/White | |

HISPANIC/LATINO ETHNICITY?

- | | | | |
|---|--|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes, Mexican/Chicano | <input type="checkbox"/> Yes, Cuban | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input type="checkbox"/> Yes, Puerto Rican | <input type="checkbox"/> Yes, Other Hispanic | | |

4. Please CHECK, yes or no, if FEMALE HEAD OF HOUSEHOLD ☐ Yes ☐ No

ACKNOWLEDGEMENT AND DISCLAIMER

I CERTIFY UNDER PENALTY OF PERJURY THAT THE INCOME AND HOUSEHOLD STATEMENT MADE ON THIS FORM ARE TRUE.

Print Name:		DATE:	
ADDRESS:		PHONE NO:	
SIGNATURE:		Agency Approval	

CAPTAIN BERNICE ABRAM

Bernice Abram, a 22-year veteran of the Los Angeles County Sheriff's Department, has been promoted to the rank of Captain by Sheriff Lee Baca and assigned to Carson Station. In this new position she will oversee the operations of the Field Operations Region II patrol station that serves the city of Carson and the unincorporated areas of Torrance and East Rancho Dominguez.

Captain Abram's career with the Sheriff's Department began in 1987. After graduating from the Training Academy as a Deputy Sherriff, she held assignments at Sybil Brand Institute for Women, Walnut/San Dimas Station, Mandated Training Unit, Field Operations Support Services, Advanced Training Bureau, and Special Victims Bureau (formerly known as Family Crimes Bureau). Upon being promoted to Sergeant in 1999, Captain Abram remained at Special Victim's Bureau until 2000, then moved on to assignments at Compton Station, Office of Homeland Security and Recruitment. When she was promoted to Lieutenant in 2006, she worked at the Inmate Reception Center, Century, and Carson Stations.

Captain Abram received an Associates Degree in Sociology from Southwest College, a Bachelor of Arts Degree in Management from the University of Phoenix, and Master of Science Degree in Emergency Services Administration from California State University, Long Beach.

Captain Abram was recognized by the Anti-Defamation League, which bestowed upon her their Sherwood prize, as 1998's "Woman of the Year" for combating hate in the Fifth District of Los Angeles County.

Among Captain Abram's most valued relationships she would like to recognize is that of her spiritual advisor, Rabbi Dennis Brown of Ness Counseling Center.

Captain Abram resides in Glendora with her husband of 21 years, Wil Abram. Captain Abram is the proud aunt of 14 nephews and nieces.

Outside of work, Captain Abram graciously gives her time acting as an advocate for victims of domestic violence and intimate partner abuse. In her spare time, she enjoys interior decorating, sewing, playing "Scrabble," and going to the movies. Her favorite inspirational quote is, "Nothing beats a failure but a try!"

DEPUTY FREDRICK NOYA

Deputy Fredrick Noya has been a member of the Los Angeles County Sheriff's Department for thirteen years. During this time, he has been assigned to various positions within the Department. Prior to becoming a member of the Sheriff's Department, he spent seven years working for the Metropolitan Transit Police Department. Most of his time with the Metropolitan Transit Police was spent on a specialized plainclothes unit which focused on suppressing graffiti and apprehending gang members that utilized the Los Angeles City and County Transit Systems.

While serving four years in the Custody Division of the Sheriff's Department, Deputy Noya was assigned to the Operation Safe Jail Unit. In this unit, Deputy Noya's responsibilities were to identify and monitor in-custody street and prison gang members. He was also in charge of all Crip Gangs and Mexican Mafia Drop Outs housed at the Sheriff's Century Regional Detention Facility.

For the past eight years, Deputy Noya has been assigned to the Carson Sheriff's Station. During this time, he has been assigned to routine patrol duties, the Community Oriented Policing Team, and was the lead deputy for the "Playing It Straight" program which targeted at-risk youth of the community. In January 2006, Deputy Noya established a Gang Diversion Team program at the Carson Sheriff's Station. The program which involves community stakeholders, has recently received widespread recognition for its efforts to assisting gang members and their families who are serious about breaking the destructive cycle of the gang lifestyle. In September 2007, due to the programs 84% success rate, Deputy Noya received the "Practitioner of the Year" award from the California Crime Prevention Officers's Association. In October 2009, Deputy Noya was instrumental for the Gang Diversion Team receiving an award for its commendable achievements in public service throughout Los Angeles County.

Since the existence of the Gang Diversion Team, the staff has had contact with over 100 clients entering the program per year.

Deputy Noya was instrumental in writing and receiving funding from a grant (Community Development Block Grant) which pays for office supplies, school uniforms, and paid positions under the Gang Diversion Team.

The Gang Diversion Team's Intervention Model is featured in the Los Angeles County Sheriff's Program for "Community Based Intervention for Youth". The program was handed out at the Annual California Gang Officers Association Conference which caters to Law Enforcement Officers throughout the United States.

Deputy Noya is widely recognized for his role in speaking to students in public schools and universities on the dangers of joining gangs and the success of gang intervention programs.

Deputy Noya also is a regular guest speaker to the collaborating agencies that associate with the Gang Diversion Team.

Deputy Noya has also taken a role as a mentor and enjoys coaching competitive youth baseball and soccer teams.

Board Member and Memberships:

Member of the California Gang Officers Association

Board Member to the UCLA/RAND Center for Adolescent Health Promotion



CITY OF CARSON

January 20, 2011

Deputy Fredric Noya
Los Angeles County Sheriff's Department
Carson Gang Diversion Team
21356 S. Avalon Blvd.
Carson, CA 90745

Dear Deputy Noya:

An initial review of the application and proposal your program submitted to the City of Carson for 2011-2012 Community Development Block Grant (CDBG) funding indicates that the following information, materials, or explanations are needed, with comments as appropriate:

- In several instances (for example, in the case of the requested example of documentation the program would obtain from program beneficiaries to verify their income status), the proposal instructed the reader to "see appendix". However, no appendix accompanied the proposal that was received.

It would be greatly appreciated if you could respond (in writing) with the above-requested information, materials, or explanations not later than Thursday, January 27, 2011, so that we can proceed in a timely manner in making determinations about your program. Please send your responses to me via mail at the address on this letter, or via e-mail to kbennett@carson.ca.us. Should you have questions or need additional information, you may contact me via e-mail or by telephone at (310) 233-4862.

Thank you for your consideration and attention to this matter.

Sincerely,

Keith Bennett
CDBG Coordinator

SEQ: D079004

WAL * ART

702 S.W. 1st St.

Sebring, MI 4872716

SOCIAL SECURITY #

TAXES DEDUCTIONS

YEAR TO DATE

01WS				FEDERAL TAX			
XXXXXX5129				SOCIAL SECURITY			
				SDI TAX			
DESCRIPTION	RATE	HOURS	EARNINGS				
REGULAR EARNING	126000	7653	96428	1270636	CALIFORNIA	1647	43043
OVERTIME EARN			00	38INS	LTD-HOURLY	7121	110983
CA MEAL PREM	126000	100	1260	2480INS	DEN U *	1024	15958
OVERTIME/INCT			00	11INS	MED U HMO*	797	12283
SAMS SHARE			00	14920401K	*	605	9438
PLUS MBR INCT			00	5000PERS	HRS AVAIL	375	5679
VAC PAY			00	170503CO	STK CONT	6500	102874
HOLIDAY PAY			00	35370STOCK	PURCH	1984	30946
CO STK CONT			750	6750CHECK	DEPOSIT	3195	00
PERSONAL TIME			00	28050		750	6750
SUNDAY PREMIUM	10000	1507	1507	20297		5000	45000
WRKDHRS		7653				74142	1136101
VAC HRS AVAIL		7594					
SICK HRS AVAIL		11798					

99945	10589	15214	74142	07-18-2009	148855241	74142
1559305	182267	260937	1136101	07-31-2009		

STATEMENT OF EARNINGS AND DEDUCTIONS • DETACH AND RETAIN FOR YOUR RECORDS

Social Security Administration
Supplemental Security Income
Notice of Planned Action

6303 RUGBY AVENUE
HUNTINGTON PARK CA 90255

Date: October 3, 2009
Claim Number: 626-86-6210 DC

000029042 02 AV 0.460 CMP1,M10,064 0000000000
966 09S1905E32631

FOR

Type of Payment:
Child-Disabled

We are writing to tell you about changes in [REDACTED] Supplemental Security Income (SSI) payments. The following chart shows the SSI money due him for the months we changed. As you can see from the chart, we are only changing his payments for future months. The rest of this letter will tell you more about this change.

We explain how we figured the monthly payment amounts shown below on the last page of this letter. The explanation shows how his income, other than any SSI payments, affects his SSI payment. It also shows how we decided how much of his income affects his payment amount. We include explanations only for months where payment amounts change.

The Payments of [REDACTED] Will Be Changed As Follows:

From	Through	Amount Due Each Month
November 1, 2009	Continuing	\$737.40 This includes \$63.40 from the State of California.

We will reduce his payments as shown above beginning November 2009.

Why [REDACTED] Payments Changed

His SSI includes money from the State of California. His State changed the amount of money it tells us to pay its residents. Therefore, we will decrease his State payment amount for November 2009.

See Next Page

10/03/2009

Information About [REDACTED] SSI Payments

His regular monthly check of \$737.40 will be sent to your bank or other financial institution about the first day of November 2009.

[REDACTED] Payment Is Based On These Facts

Please see the enclosed fact sheet, "How Parents' Income and Resources Affect a Child's SSI," for more information on how we figure a child's payment.

You Can Review The Information in [REDACTED] Case

The decisions in this letter are based on the law and information in our records. You have a right to review and get copies of the information in our records that we used to make the decisions explained in this letter. You also have a right to review and copy the laws, regulations, and policy statements used in deciding his case. To do so, please contact us. Our telephone number and address are shown under the heading "If You Have Questions."

If You Disagree With The Decision

You do not have the right to appeal the State's decision to reduce payments for its residents.

However, if you disagree with the way we figured [REDACTED] payment, you may appeal this part of the decision. We will review your case and consider any new facts you have.

- You have 60 days to ask for an appeal.
- The 60 days start the day after you get this letter. We assume you got this letter 5 days after the date on it unless you show us that you did not get it within the 5-day period.
- You must have a good reason for waiting more than 60 days to ask for an appeal.
- To appeal, you must fill out a form called "Request for Reconsideration." The form number is SSA-561. To get this form, contact one of our offices. We can help you fill out the form.

Appeal In 10 Days To Keep Getting The Same Check

If you appeal within 10 days, you will continue to get the same check amount until we decide your case. (Please remember that you do not have the right to appeal the State's decision to change payments to its residents. This means that you cannot continue to get the same SSI check amount if you only disagree with the State's decision to change payments and you do not disagree with anything else in this letter.)

- The 10 days start the day after you get this letter.



CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: Milestones Family Learning Center
2. Project/Activity Name: Afterschool Learning Program
(If different from above)
3. Organization Address: 550 E. CARSON PLAZA DR STE 203
4. Organization's DUNS Number: 195996090 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
AFTERSCHOOL LEARNING PROGRAM - DROP-OUT PREVENTION
6. Location where program services are to be provided (if different from #3 above):
SAME AS ABOVE
7. Contact Person: Eileen Knox Title: CEO
Daytime Telephone: (310) 324-1157 FAX: (310) 327-3371 E-Mail: MILESTONES-FLC@yahoo
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: Eileen Knox Title: CEO
Name: _____ Title: _____
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 14,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
200
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
200

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

600

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

800

14. Have you previously received City of Carson funding?

Yes No

CDBG

Non-CDBG funding

(please indicate type/source)

____ X
____ X

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$	\$	\$
Other	\$	\$	\$

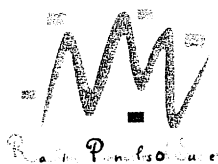
Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☒ [X] Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ [X] Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ [X] Description of how your program will track and verify the income status of program beneficiaries.
- ☒ [X] An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ [X] Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☒ [X] If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☒ [X] Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☒ [X] List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ [X] Organization by-laws or charter.
- ☒ [X] Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☒ [X] State non-profit status determination letter [State Code 23701 (d)].

- ☒ [M] One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☒ [N] Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☒ [N] Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**



Milestones Family Learning Center
550 E. Carson Plaza Dr. Ste. 203
Carson, CA 90746
P: 310.324.1157
F: 310.327.3371

Description of how the need was determined.

According to the California Department of Education in 2008-09, 68.3* percent of public school students in California graduated. "California's dropout rate is still unacceptably high," said O'Connell, State Superintendent of Public Instruction. "If we look deeper into the data, we see alarmingly high dropout rates among African American and Hispanic students." We know that there are long-term economic repercussions from not graduating for the student, for their communities, and for our statewide economy.

These data provide even more evidence of the challenge and the moral imperative of closing the achievement gap as well as increasing graduation rates among all students. Department of Education School Level Statistics report, that Carson High School has scored worse than many other high school students across California, reflecting a LocalSchoolDirectory.com school grade of D- on state CST exam results. This grade is determined by evaluating how well the school performed on state standardized exams compared to other similar schools within the state. This is accomplished by comparing a school's performance for each available grade and subject test result against other schools across the state.

Sadly, 90% of 9th grade students at Carson High School are below proficiency in Mathematics. 10th grade students scored even worst, 96% are below or far below proficient in Algebra I. 11th and 12 graders show close to the same results with 90% below proficiency. English scores were roughly the same percentages. Without the necessary skills to pass CHSEE, (California High School Exit Exam) students will be forced to drop out of school. The California Dropout Research Project recently reaffirmed long-held knowledge that when students drop out of school, they face more challenges than their more well-educated peers. Compared to high school graduates, research shows

that over a lifetime dropouts have increased dependence on public assistance, lower earnings, poorer health, and higher rates of unemployment, mortality, criminal behavior, and incarceration. According to the report, all these factors generate substantial economic losses to the nation, state, and local communities.

How the program will meet the need

To best meet the needs of this population, we have put together a tutorial program that is based on Technology-Based-Blended Learning (TBBL). This program constitutes learning via lap top computer including the Internet, with face-to-face teaching. Milestones Family Learning Center is dedicated to promoting high educational achievement and positive youth development.

To continue this mission, we have assembled a tutoring program that is aligned with state standards and is designed to aid students improve their score on the California State Test (CST); on the California High School Exit Exam (CAHSEE), and on school grades; in subjects of Mathematics, Language Arts, or Science which are vital subjects students often fail to master.

Our program proposes to change Carson High School's terrible numbers around! We can bring that school grade from below proficient to above proficient. We have worked with Lynwood, Compton, Downey, Long Beach and many other Districts to help their students achieve high educational goals, graduate high school, and attend local community colleges and universities. Our goal is to enable youths and individuals to achieve academic success that will lead to increase employment opportunities and retention to help them to further become productive citizens in their communities.

Description of target population

The main populations we wish to target through this grant are students attending Carson High School and Los Angeles County Office of Education Alternative



Schools. Both of these districts encompass a massive amount of students in great need of our services.

In Los Angeles County Office of Education, there are roughly 100 foster and group home students attending Alternative Schools located in Carson in Masada Homes. These students have already been removed from traditional schools and are far below proficiency and most don't have the skills necessary to pass the CAHSEE.

Furthermore, there are 3,547 students that attend Carson High School. Of these of students, 1,657 (47%) are socioeconomically disadvantaged and qualify as low income students (according to free or reduced lunch program). Our program would target students who have a GPA lower than 2.5, California State Test (CST) score of 250 (below proficiency), or failed attempt at passing the math or language arts section of the California High School Exit Exam (CAHSEE). Thus criteria for qualifying for our services would encompass primarily to qualify for the free/reduced lunch program and to meet at least one of the academic criteria mentioned previously.

Setting of which services will be provided

Programs that experience the most success, along with the highest completion and retention rates allow students to utilize school computer labs. Services are ultimately provided at the school location where the students attend. It provides for best learning environment and most secure location for parents and students to access the program. For schools that do not allow outside services to be provided on campus students and parents are directed to locations within 5 miles from homes.

Specifically, for Carson students we utilize a classroom and computer lab at Cal State Dominguez Hills. This component of the program allows students access to college campus learning experiences and situations. Statistics shows that students emerged in college life are more likely to attend college. The emergence of college life dispels fears and thoughts of incapability to succeed in college courses. They work



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closely with students that “look” like them, in terms of age and demographics, to further stimulate increased amounts confidence that they too can succeed! All students enrolled are provided with computers and internet access. Tutor meets with students after school at designated locations to provide direct post instruction. All students need to do is show up to receive tutoring services.

Description of how our program will track and verify income status

To track and verify income status of families receiving our services we will request approved free or reduced lunch program application from school. Schools send school meal applications home at the beginning of each school year. However, parents may apply for school meals at any time throughout the school year by submitting a household application directly to your school. Your school provides parents with an application upon request.

Families earning at or below current Income Eligibility Guidelines are encouraged to contact the schools to fill out a school meal application. The school or local education agency will process your application and issue an eligibility determination. Our program will require a copy of the eligibility determination as issued by the school district. Please see attached application and determine letter. Additionally, we will accept unemployment benefit letters that show benefit amounts to be low to moderate income status.

Documentation to verify income status

See attached Free and Reduced Price School Meals Family Application and Notice to Households of Approval/Denial of Benefits.



Description of Program Goals and Objectives

The goal of our program is to increase student educational achievement and decrease drop out! To improve student academic achievement our program utilized Acuity McGraw Hill curriculum and instructional materials. McGraw Hill is the leading curriculum publisher nationwide. Furthermore they have been approved by Carson High School as the curriculum utilized for their students thus far.

Our qualitative outcome is for all students to have a marked increase on their State Tests. More specifically we aim for students to increase their score by a minimum of 30% or reach a minimum score of 70%. Test scores range from 0% to 100% with 4 tiers of proficiency that range as follows: tier 1 (0-34%), tier 2 (35-67%), tier 3 (68-84%), and tier 4 (85-100%). Students ranging in between tier 3 to 4 are predicted to score at a proficient level in state testing. Given this, a 30% increase will assure that our students can jump to the next tier of proficiency and a 70% score will assure our students a proficiency level in that grade appropriate subject.

While 70% proficiency is the minimum score we strive for all students, we take into consideration the pre-evaluation of all students. We believe that any student pretesting below 30% (tier 1) will have made a great academic success by minimally jumping one tier level of proficiency; and thus wish to recognize that achievement as well. Qualitative outcomes will be measured directly from service recipients through an evaluation form given at the end of our services. All parents/students are required to answer an evaluation form at the end of the program with basic questions of how they liked the program and how it has helped them in school and state testing.

We use these surveys and post test scores to compare report cards and state test scores before and after receiving our tutorial services. Through this dual method of evaluation, we can determine the rate of success of students completing the program.



Most students that enroll in our program continue to enroll every year until graduating. This allows us to do a longitudinal evaluation to see progress over the course of 3 to 4 years.

Method of Evaluating the Success of Our Program

To measure the progress of students we utilize Acuity Assessments System developed by McGraw-Hill. We use these diagnostic and predictive benchmark assessments because they mirror state NCLB standards in math and reading/language arts and science and they deliver immediate, actionable data on student progress. The detailed reports deliver immediate data to inform afterschool instruction.

Diagnostic reports show specific mistakes students make so tutors/teachers can target and facilitate more in depth instruction to improvement needs—a powerful way to accelerate student performance and help educators meet achievement goals. Districts across the nation report that Acuity looks and feels similarly like your state test, and aligns more closely with your state standards and the framework of the National Assessment of Educational Progress (NAEP).

The assessments are beneficial to our program because we can obtain results that are comparable across norm groups and instruction is targeted so that students make significant gains on standardized tests. The assessment provides opportunities for intervention and extra practice because it assesses critically important skills allowing students to meet the requirements of today's educational mandates. Tutors receive actionable data in clear, comprehensive formats with tools that help them to interpret results and impact student achievement.

Please see the attached Student Progress Notes for sample.

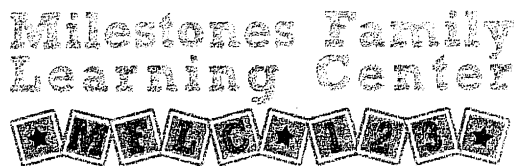
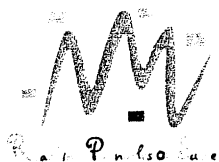


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Operation of Program within Cities Boundaries

Our program operates within the boundaries of the City of Carson. All participants will be Carson residents.





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COMPANY PROFILE

Milestones Family Learning Center (MFLC) is based in Carson CA, a small city located in Los Angeles County, where the population is faced with high dropout rates, low literacy levels, unemployment, and lack of affordable housing. MFLC is a non-profit organization whose mission is to provide a full array of supportive services to individuals least likely to succeed, primarily young adults who are at risk of dropping out of school and secondary, their parents who are deficient in basic skills. MFLC is dedicated to providing unique and necessary programs that help participants to become responsible students, respectable sons and daughters and productive members of society. We are a community organization who strives to enhance the quality of life by teaching self-sufficiency and self-empowerment.

SERVICES

Mathematics and Science Enrichment: Program aimed to help students improve in classroom grades and CST scores in Math and Science

English Language Arts Tutoring: Program aimed to help students improve in classroom grades and CST scores in English /Language Arts

Academic Enrichment: Program that aids students in grades 9-12 in SAT and CAHSEE preparedness

Mentoring: Program that helps students with day to day peer struggles and life skills

Transitional/Foster Care: Life skills training program for transitioning foster care youth

Family Literacy: Program designed to help parents read, speak and write English

Health and Wellness: Nutritional program that helps families learn proper eating and cooking habits

Parenting Skills: Parent educational program to help families support each other

Telecommunications: Technology program to help students and parents become computer literate

Entrepreneurial Program: designed to help individuals develop business plans and establish corporations

Breaking Bondage: programs offers a range of support to runaway, homeless and disconnected youth

2phat2bfat: Program focuses on reducing obesity, diabetes, physical inactivity and poor nutrition

R.E.S.P.E.C.T. MY SPACE: Helps young girls prevent unwanted pregnancies and sexually transmitted diseases by breaking the cycle of promiscuity.

EXPERIENCE AND EXPERTISE

Eileen Knox was appointed President and Chief Executive Officer of Milestones Family Learning Center in March 2000. In her role, Knox leads the one of the nation's most highly recognized educational achievement organizations. Under her leadership, MFLC has served over 4000 students and raised over 95% of students test scores statewide. Eileen has served in senior executive roles since 1995, and prior to that she was a business owner and contractor for the United States Navy. Over the course of the last 6 years, MFLC has offered Supplemental Educational Services to students throughout California attending Program Improvement Schools. Currently there are over 1000 students enrolled in the program who will receive up to 20 hours of free tutoring. Upon completing the program, students receive free lap-top computers and access to web based educational materials that allow them to continue learning core subjects English, Math and Science through the end of the school year. Thus far every student that completes the program shows academic improvement of at least one grade level. This program will benefit Carson residents by allowing student s to complete high school and move on to college.

orgs OFFICERS And
SUPERVISORY employees

Governance, Board of Directors, & Staff

Founder, Executive Director Eileen Knox has been involved in social justice for underprivileged individuals as a public servant functioning in all aspects of non-profit development for over 20 years. She founded MFLC in 2000 and established it as a 501(C)(2) organization in 2004.

The board of directors are as follows:

La Shonda Williams
Deanna Ashoridbi
Edward Langford
Sophia Tipton
Lew Duram

Supervisory Employees

Anthony Juarez - California Regional Administrator for SES Tutoring Program

Born and raised in the Los Angeles Metropolitan area, Anthony Juarez joined the Milestones Family Learning Center family in 2007. He is a current senior student at CSULB working on his bachelors of science in Civil Engineering. Anthony has previous work experience in marketing and graphic designing. He has brought his experience to Milestones Family Learning Center to expand our program to several areas of California. As Regional Administrator he has shown great ability to maintain and facilitate open lines of communication with local, district, and state SES entities, and report any and all communications to Employer.

Vidal Cortes - California Regional Administrator for SES Tutoring Program

Vidal Cortes currently works as one of Milestones Family Learning Center's California Regional Administrator for the company's SES tutoring program. Vidal started working for the company in 2006 as a tutor for the company and quickly grew to a Coordinator position and later to an Administrator position due to his hard work and dedication to education and youth. He has over six years of work experience in tutoring programs. His experience ranges from designing educational methodology, coordinating materials development, and evaluation for learning programs directed for students in the k-12 system in Mathematics, Science, and English/Language Arts. Vidal has shown a great ability at implementing the program with great fidelity and efficiency. He will soon be finishing his bachelors of science at Cal State Long Beach in Civil Engineering.

Adriana Cortes- Program Advisor

Adriana Cortes serves as program advisor for Milestones Family Learning Center since late 2007. As a recent graduate from UCLA, with Bachelors of Science in Psychobiology, Adriana's greatest commitment is to give back to her community. Her background encompasses: six years experience as a tutor, Tutoring (Skillbuilding) Coordinator for MEChA de UCLA's Xinachtli project, and Administrative Project Director for IDEAS at UCLA AB540 Project. Her work and involvement in community service projects has increased her passion for working in projects and programs that target at risk youth. As Program Advisor she works together with the Regional Representatives to further develop Milestones Family Learning Center programs.

Other Employees:

Jamal Klug - Network Administrator

Ramund Box - Admin.

Vanessa Velasco - Office Manager

Carlin Mc Farlin - Human Resource Director

VERIFICATION OF
INCOME document #1

NOTICE TO HOUSEHOLDS OF APPROVAL/DENIAL OF BENEFITS

Dear Parent/Guardian:

You applied for free or reduced-meals for the following child(ren);

_____	_____
_____	_____
_____	_____

Your application was:

- ☐ Approved for free meals
- ☐ Approved for reduced price meals at \$ _____ for lunch, \$ _____ for breakfast, and \$ _____ for snacks
- ☐ Approved for **temporary** free _____ or reduced-price _____ meal benefits only until [insert date].
A follow-up contact will be made on/before the date listed to determine whether household circumstances support continuing these benefits.
- ☐ Approved for free milk for split - session kindergarten or pre - kindergarten students (Special Milk Program)
- ☐ Approved for free milk at milk break for pre - kindergarten through grade 5 (Wisconsin School Day Milk Program)
- ☐ Denied for the following reason(s):
- ☐ Income over the allowable amount
 - ☐ Incomplete application because _____
 - ☐ Other _____

If you do not agree with the decision, you may discuss it with [school official's name] at [phone number] or at [e-mail address].

If you wish to review the decision further, you have a right to a fair hearing. This can be done by calling or writing the following official:

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

E-MAIL: _____

Sincerely,

[signature]

_____	_____	_____	Name
	Title	Date	

Non-Discrimination Statement: This explains what to do if you believe you have been treated unfairly. "In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue SW, Washington, D.C. 20250-9410 or call (800) 795-3272

VERIFICATION OF
INCOME # 2
document

FREE AND REDUCED PRICE SCHOOL MEALS FAMILY APPLICATION

PART 1. ALL HOUSEHOLD MEMBERS (USE A SEPARATE APPLICATION FOR EACH FOSTER CHILD)

Names of household members (First, Middle Initial, Last)	School Name for Each Child	[State SNAP], [FDPIR] or [State TANF] case number for any member of the household. If you list a case number, skip to Part 5	CHECK IF NO INCOME
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

PART 2. IF ANY CHILD YOU ARE APPLYING FOR IS HOMELESS, MIGRANT, OR A RUNAWAY CHECK THE APPROPRIATE BOX AND CALL [YOUR SCHOOL, HOMELESS LIAISON, MIGRANT COORDINATOR AT PHONE #] HOMELESS ☐ MIGRANT ☐ RUNAWAY ☐

PART 3. FOSTER CHILD If this application is for a child who is the legal responsibility of a welfare agency or court, check this box ☐ and then list the amount of the child's personal use monthly income: \$ _____. ☐ Check if no income. Skip to Part 5.

PART 4. TOTAL HOUSEHOLD GROSS INCOME. You must tell us how much and how often

1. NAME (List all household members with income)	2. GROSS INCOME AND HOW OFTEN IT WAS RECEIVED			
	Earnings From Work before deductions	Welfare, child support, alimony	Pensions, retirement, Social Security, SSI, VA benefits	All Other Income
(Example) Jane Smith	\$199.99/weekly	\$149.99/every other week	\$99.99/monthly	\$____/____
	\$____/____	\$____/____	\$____/____	\$____/____
	\$____/____	\$____/____	\$____/____	\$____/____
	\$____/____	\$____/____	\$____/____	\$____/____
	\$____/____	\$____/____	\$____/____	\$____/____
	\$____/____	\$____/____	\$____/____	\$____/____
	\$____/____	\$____/____	\$____/____	\$____/____

PART 5. SIGNATURE AND SOCIAL SECURITY NUMBER (ADULT MUST SIGN)

An adult household member must sign the application. If Part 4 is completed, the adult signing the form also must list his or her Social Security Number or mark the "I do not have a Social Security Number" box. (See Privacy Act Statement on the back of this page.)

I certify (promise) that all information on this application is true and that all income is reported. I understand that the school will get Federal funds based on the information I give. I understand that school officials may verify (check) the information. I understand that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted.

Sign here: _____ Print name: _____

Date: _____

Address: _____ Phone Number: _____

City: _____ State: _____ Zip Code: _____

Social Security Number: ____ - ____ - _____ ☐ I do not have a Social Security Number

Educational Tutoring Program Line Item Budget		
Line Item	Calculation	Amount
Salaries & Wages		
Part time work		
Secretarial Assistance	2hrs x 40 weeks x \$8.00/hr	\$640
Tutor 1	10 hrs x 40 weeks x \$8.00/hr	\$3,200
Tutor 1	10 hrs x 40 weeks x \$8.00/hr	\$3,200
Tutor 1	10 hrs x 40 weeks x \$8.00/hr	\$3,200
total salaries & wages		\$10,240
Contracted Services		
Consultant for workshops	contracted rate	\$0
total contracted services		\$0
Supplies & Materials		
Tutoring Materials	Web Based Software	\$1,400
Computer Rentals	Net Book /Lap Top Computers	\$3,000
total supplies & materials		\$4,400
Other		
total other		
TOTAL BUDGET		\$14,640

Line Item Program Budget for CDBG Funds		
Revenues:		
Carson CDBG		\$15,000.00
Total Revenue:		\$15,000.00
Expenses:		
secretarial assistance		\$640.00
Tutors		\$9,600.00
Tutoring materials		\$1,400.00
Computer Rentals		\$3,000.00
Total Expense:		\$14,640.00

Educational Tutoring Program Full Line Item Budget		
Line Item	Calculation	Amount
Salaries & Wages		
Part time work		
Secretarial Assistance	3hrs x 52 weeks x \$10.00/hr	\$1,560
Tutor 1	400 tutoring hours @ 10.00/hr	\$4,000
Tutor 2	400 tutoring hours @ 10.00/hr	\$4,000
Tutor 3	400 tutoring hours @ 10.00/hr	\$4,000
Tutor 4	400 tutoring hours @ 10.00/hr	\$4,000
Tutor 5	400 tutoring hours @ 10.00/hr	\$4,000
Tutor 6	400 tutoring hours @ 10.00/hr	\$4,000
Tutor 7	400 tutoring hours @ 10.00/hr	\$4,000
Regional Manager	40hrs x 52 weeks x 18.75/hr	\$39,000
Regional Manager	40hrs x 52 weeks x 18.75/hr	\$39,000
Program Administrator	20hrs x 52 weeks x 18.75/hr	\$19,500
Technology Coordinator	40hrs x 52 weeks x 10.00/hr	\$20,800
Program Director	40hrs x 52 weeks x 31.25/hr	\$65,000
total salaries & wages		\$212,860
Contracted Services		
Human Resources Manager	20 hrs x 52 weeks x 20.00hr	\$20,800
total contracted services		\$20,800
Supplies & Materials		
Tutoring Materials	Web Based Software	\$3,000
Computer purchases	Net Book /Lap Top Computers	\$50,000
total supplies & materials		\$53,000
Other		
total other		
TOTAL BUDGET		\$286,660

Line Item Program Budget		
Revenues:		
No Child Left Behind SES Program		\$750,000.00
Total Revenue:		\$750,000.00

Expenses:		
Human Resource		20,800.00
Program Administrator		19,500.00
secretarial assistance		\$1,560.00
Technology Coordinator		\$20,800.00
Regional Managers		\$78,000.00
Program Director		\$65,000.00
Tutors		\$28,000.00
Tutoring materials		\$3,000.00
Computers		\$50,000.00
Total Expense:		\$286,660.00

Milestones Family Learning Center

Balance Sheet

For Quarter ending December 2009

ASSETS:

CURRENT ASSETS:

Cash	\$	169,007	
Grants Receivable		158,000	
Accounts Receivable		<u>10,000</u>	
TOTAL CURRENT ASSETS:		337,000	

FIXED ASSETS

Furniture and Equipment		89,526	
Computers and Printers		9,125	
Ceremony Equipment		10,780	
Less Accumulated Depreciation		<u>(38,265)</u>	
TOTAL FIXED ASSETS:		71,166	

TOTAL ASSETS

408,166

408,166

LIABILITIES:

CURRENT LIABILITIES:

TOTAL LIABILITIES: 0

RETAINED EARNINGS 122,450

NET ASSETS 285,716

TOTAL LIABILITIES/NET ASSETS

408,166

408,166

MILESTONES FAMILY LEARNING CENTER

Accrual Balance Sheet

For the Fiscal year ended June 30, 2010

ASSETS:

CURRENT ASSETS:

Cash	\$	102,025
Grants Receivables		478,375
Accounts Receivable		<u>25,094</u>

TOTAL CURRENT ASSETS 605,494

FIXED ASSETS:

Furniture and Equipment	31,047
Computers/Netbooks	51,502
Sound & Lighting Equipment	6,723
Less Accumulated Depreciation	<u>(15,701)</u>

TOTAL FIXED ASSETS: 73,565

TOTAL ASSETS: 679,059 679,059

LIABILITIES:

CURRENT LIABILITIES \$ 10,000

TOTAL LIABILITIES 10,000

RETAINED EARNINGS 205,985

NET ASSETS 472,074

TOTAL LIABILITIES/NET ASSETS 679,059 679,059

BEFORE Tutoring (PRE-TEST)

Sample

Student Assessment Report: 2009 - 2010

GERMAN PERALTA

Student ID:	310792	Teacher:	Vidal Cortes, Rose Laster
Test Delivery:	Online; Untimed	Class:	Santa Ana
Report Date:	12/16/10	School:	Milestones Family Learning Cen..
		District:	Milestones Family Learning Cen..

Test Name: Acuity California LA Grade 8 Diagnostic Form 1

Test Window: 01/29/10 - 01/30/10

Test Date: 01/16/10

Important Notes: 1. This report reflects a 'redo test' i.e. second or subsequent attempt by the student on this assessment.

Summary Test Performance

Overall % Points: ▼ 11%

Performance Tiers:

Tier 1 Tier 2 Tier 3 Tier 4

Overall % Points by Item Type:

Multiple-Choice Items	Constructed Response and Observational Items	Grid-in Items
11%	N/A	N/A

The score ranges for each performance tier are as follows: Tier 1 (0-25%), Tier 2 (26-50%), Tier 3 (51-75%), and Tier 4 (76-100%).

Test Performance

Grade	Strand	Standard	Substrand	Substrand	Objective	% Points Obtained	Number of Items	Points Possible	Points Obtained	Number of Items Omitted
Assessment Totals:						11%	35	35	4	24
Grade Eight							35	35	4	24
C Written and Oral English Language Conventions							9	9	0	9
C.1.0 Written and Oral English Language Conventions: Students write and speak with a command of standard English conventions appropriate to this grade level.						0%	9	9	0	9
Grammar						0%	3	3	0	3
Grammar						0%	3	3	0	3
C.1.4 Edit written manuscripts to ensure that correct grammar is used.						0%	3	3	0	3
Punctuation and Capitalization						0%	3	3	0	3
Punctuation and Capitalization						0%	3	3	0	3
C.1.5 Use correct punctuation and capitalization.						0%	3	3	0	3
Sentence Structure						0%	3	3	0	3
Sentence Structure						0%	3	3	0	3



GERMAN PERALTA

Test Name: Acuity California LA Grade 8 Diagnostic Form 1 Class: Santa Ana

Test Performance

Grade	Strand	Standard	Substrand	Substrand	Objective	% Points Obtained	Number of Items	Points Possible	Points Obtained	Number of Items Omitted
					C.1.1 Use correct and varied sentence types and sentence openings to present a lively and effective personal style.	0%	1	1	0	1
					C.1.2 Identify and use parallelism, including similar grammatical forms, in all written discourse to present items in a series and items juxtaposed for emphasis.	0%	2	2	0	2
					R Reading		24	24	4	13
					R.1.0 Word Analysis, Fluency, and Systematic Vocabulary Development: Students use their knowledge of word origins and word relationships, as well as historical and literary context clues, to determine the meaning of specialized vocabulary and to understand the precise meaning of grade-level-appropriate words.	17%	6	6	1	3
					Vocabulary and Concept Development	17%	6	6	1	3
					Vocabulary and Concept Development	17%	6	6	1	3
					R.1.1 Analyze idioms, analogies, metaphors, and similes to infer the literal and figurative meanings of phrases.	0%	3	3	0	1
					R.1.3 Use word meanings within the appropriate context and show ability to verify those meanings by definition, restatement, example, comparison, or contrast.	33%	3	3	1	2
					R.2.0 Reading Comprehension: Students read and understand grade-level-appropriate material. They describe and connect the essential ideas, arguments, and perspectives of the text by using their knowledge of text structure, organization, and purpose. The selections in Recommended Readings in Literature, Kindergarten Through Grade Eight illustrate the quality and complexity of the materials to be read by students. In addition, students read one million words annually on their own, including a good representation of narrative and expository text (e.g., classic and contemporary literature, magazines, newspapers, online information).	25%	12	12	3	7
					Comprehension and Analysis of Grade-Level-Appropriate Text	33%	6	6	2	4
					Comprehension and Analysis of Grade-Level-Appropriate Text	33%	6	6	2	4
					R.2.4 Compare the original text to a summary to determine whether the summary accurately captures the main ideas, includes critical details, and conveys the underlying meaning.	0%	1	1	0	1
					R.2.5 Understand and explain the use of a complex mechanical device by following technical directions.	50%	2	2	1	1
					R.2.6 Use information from a variety of consumer, workplace, and public documents to explain a situation or decision and to solve a problem.	33%	3	3	1	2
					Expository Critique	0%	2	2	0	1
					Expository Critique	0%	2	2	0	1
					R.2.7 Evaluate the unity, coherence, logic, internal consistency, and structural patterns of text.	0%	2	2	0	1
					Structural Features of Informational Materials	20%	5	5	1	3
					Structural Features of Informational Materials	20%	5	5	1	3
					R.2.1 Compare and contrast the features and elements of consumer materials to gain meaning from documents (e.g., warranties, contracts, product information, instruction manuals).	25%	4	4	1	3
					R.2.2 Analyze text that uses proposition and support patterns.	0%	1	1	0	0

GERMAN PERALTA

Test Name: Acuity California LA Grade 8 Diagnostic Form 1 Class: Santa Ana

Test Performance

Grade	% Points Obtained	Number of Items	Points Possible	Points Obtained	Number of Items Omitted
Strand					
Standard					
Substrand					
Substrand					
Objective					
R.3.0 Literary Response and Analysis: Students read and respond to historically or culturally significant works of literature that reflect and enhance their studies of history and social science. They clarify the ideas and connect them to other literary works. The selections in Recommended Readings in Literature, Kindergarten Through Grade Eight illustrate the quality and complexity of the materials to be read by students.	0%	6	6	0	3
Narrative Analysis of Grade-Level-Appropriate Text	0%	6	6	0	3
Narrative Analysis of Grade-Level-Appropriate Text	0%	6	6	0	3
R.3.2 Evaluate the structural elements of the plot (e.g., subplots, parallel episodes, climax), the plot's development, and the way in which conflicts are (or are not) addressed and resolved.	0%	3	3	0	2
R.3.6 Identify significant literary devices (e.g., metaphor, symbolism, dialect, irony) that define a writer's style and use those elements to interpret the work.	0%	3	3	0	1
W Writing		6	6	0	6
W.1.0 Writing Strategies: Students write clear, coherent, and focused essays. The writing exhibits students' awareness of audience and purpose. Essays contain formal introductions, supporting evidence, and conclusions. Students progress through the stages of the writing process as needed.	0%	6	6	0	6
Evaluation and Revision	0%	3	3	0	3
Evaluation and Revision	0%	3	3	0	3
W.1.6 Revise writing for word choice; appropriate organization; consistent point of view; and transitions between paragraphs, passages, and ideas.	0%	3	3	0	3
Organization and Focus	0%	3	3	0	3
Organization and Focus	0%	3	3	0	3
W.1.2 Establish coherence within and among paragraphs through effective transitions, parallel structures, and similar writing techniques.	0%	3	3	0	3

Note: Only the portion of the Grade Level Expectations (GLE) covered by the assessed curriculum are measured on this form of the Diagnostic Assessment. Thus, inferences from students' performances should not be made to the GLE as a whole, but only to the assessed portion of the GLE. A specific GLE is measured by items on this form only when the GLE comprised at least five percent of the assessed content as indicated by the pacing guide; GLEs that did not comprise at least five percent of the curriculum are not measured by this form. Also, the reported results for GLEs measured with fewer items are less reliable than for GLEs measured with more items. Thus, when small numbers of items are used to measure a GLE, other measures (e.g., observations, homework, etc.) should be used to confirm the results reported here.

AFTER Tutoring (POST TEST)

Sample

Student Assessment Report: 2009 - 2010

GERMAN PERALTA

Student ID:	310792	Teacher:	Vidal Cortes, Rose Laster
Test Delivery:	Online; Untimed	Class:	Santa Ana
Report Date:	12/16/10	School:	Milestones Family Learning Cen..
		District:	Milestones Family Learning Cen..
Test Name:	Acuity California LA Grade 6 Diagnostic Form 1		
Test Window:	04/30/10 - 05/30/10		
Test Date:	04/01/10		

Summary Test Performance

Overall % Points:	▼ 47%			
Performance Tiers:	<div style="display: flex; justify-content: space-around; width: 100%;"> <div style="width: 25%; background-color: #cccccc; text-align: center;">Tier 1</div> <div style="width: 25%; background-color: #808080; text-align: center;">Tier 2</div> <div style="width: 25%; background-color: #404040; text-align: center;">Tier 3</div> <div style="width: 25%; background-color: #000000; text-align: center;">Tier 4</div> </div>			
Overall % Points by Item Type:	Multiple-Choice Items	Constructed Response and Observational Items	Grid-in Items	
	47%	N/A	N/A	

The score ranges for each performance tier are as follows: Tier 1 (0-25%), Tier 2 (26-50%), Tier 3 (51-75%), and Tier 4 (76-100%).

Test Performance

Grade	Strand	Standard	Substrand	Substrand	Objective	% Points Obtained	Number of Items	Points Possible	Points Obtained	Number of Items Omitted
Assessment Totals:						47%	34	34	16	0
Grade Six							34	34	16	0
C Written and Oral English Language Conventions							8	8	4	0
C.1.0 Written and Oral English Language Conventions: Students write and speak with a command of standard English conventions appropriate to this grade level.						50%	8	8	4	0
Capitalization						100%	2	2	2	0
Capitalization						100%	2	2	2	0
C.1.4 Use correct capitalization.						100%	2	2	2	0
Grammar						50%	2	2	1	0
Grammar						50%	2	2	1	0
C.1.2 Identify and properly use indefinite pronouns and present perfect, past perfect, and future perfect verb tenses; ensure that verbs agree with compound subjects.						50%	2	2	1	0
Punctuation						100%	1	1	1	0
Punctuation						100%	1	1	1	0



GERMAN PERALTA

Test Name: Acuity California LA Grade 6 Diagnostic Form 1 Class: Santa Ana

Test Performance

Grade	Strand	Standard	Substrand	Substrand	Objective	% Points Obtained	Number of Items	Points Possible	Points Obtained	Number of Items Omitted
		C.1.3 Use colons after the salutation in business letters, semicolons to connect independent clauses, and commas when linking two clauses with a conjunction in compound sentences.				100%	1	1	1	0
		Sentence Structure				0%	1	1	0	0
		Sentence Structure				0%	1	1	0	0
		C.1.1 Use simple, compound, and compound-complex sentences; use effective coordination and subordination of ideas to express complete thoughts.				0%	1	1	0	0
		Spelling				0%	2	2	0	0
		Spelling				0%	2	2	0	0
		C.1.5 Spell frequently misspelled words correctly (e.g., their, they're, there).				0%	2	2	0	0
		R Reading					26	26	10	0
		R.1.0 Word Analysis, Fluency, and Systematic Vocabulary Development: Students use their knowledge of word origins and word relationships, as well as historical and literary context clues, to determine the meaning of specialized vocabulary and to understand the precise meaning of grade-level-appropriate words.				40%	10	10	4	0
		Vocabulary and Concept Development				40%	10	10	4	0
		Vocabulary and Concept Development				40%	10	10	4	0
		R.1.2 Identify and interpret figurative language and words with multiple meanings.				20%	5	5	1	0
		R.1.3 Recognize the origins and meanings of frequently used foreign words in English and use these words accurately in speaking and writing.				100%	2	2	2	0
		R.1.4 Monitor expository text for unknown words or words with novel meanings by using word, sentence, and paragraph clues to determine meaning.				60%	5	5	3	0
		R.2.0 Reading Comprehension: Students read and understand grade-level-appropriate material. They describe and connect the essential ideas, arguments, and perspectives of the text by using their knowledge of text structure, organization, and purpose. The selections in Recommended Readings in Literature, Kindergarten Through Grade Eight illustrate the quality and complexity of the materials to be read by students. In addition, by grade eight, students read one million words annually on their own, including a good representation of grade-level-appropriate narrative and expository text (e.g., classic and contemporary literature, magazines, newspapers, online information). In grade six, students continue to make progress toward this goal.				17%	12	12	2	0
		Comprehension and Analysis of Grade-Level-Appropriate Text				22%	9	9	2	0
		Comprehension and Analysis of Grade-Level-Appropriate Text				22%	9	9	2	0
		R.2.3 Connect and clarify main ideas by identifying their relationships to other sources and related topics.				33%	6	6	2	0
		R.2.4 Clarify an understanding of texts by creating outlines, logical notes, summaries, or reports.				0%	3	3	0	0
		Expository Critique				0%	3	3	0	0
		Expository Critique				0%	3	3	0	0



GERMAN PERALTA

Test Name: Acuity California LA Grade 6 Diagnostic Form 1 Class: Santa Ana

Test Performance

Grade	Strand	Standard	Substrand	Substrand	Objective	% Points Obtained	Number of Items	Points Possible	Points Obtained	Number of Items Omitted
					R.2.8 Note instances of unsupported inferences, fallacious reasoning, persuasion, and propaganda in text.	0%	3	3	0	0
					R.3.0 Literary Response and Analysis: Students read and respond to historically or culturally significant works of literature that reflect and enhance their studies of history and social science. They clarify the ideas and connect them to other literary works. The selections in Recommended Readings in Literature, Kindergarten Through Grade Eight illustrate the quality and complexity of the materials to be read by students.	50%	10	10	5	0
					Narrative Analysis of Grade-Level-Appropriate Text	50%	10	10	5	0
					Narrative Analysis of Grade-Level-Appropriate Text	50%	10	10	5	0
					R.3.2 Analyze the effect of the qualities of the character (e.g., courage or cowardice, ambition or laziness) on the plot and the resolution of the conflict.	25%	4	4	1	0
					R.3.4 Define how tone or meaning is conveyed in poetry through word choice, figurative language, sentence structure, line length, punctuation, rhythm, repetition, and rhyme.	50%	2	2	1	0
					R.3.6 Identify and analyze features of themes conveyed through characters, actions, and images.	100%	2	2	2	0
					R.3.7 Explain the effects of common literary devices (e.g., symbolism, imagery, metaphor) in a variety of fictional and nonfictional texts.	50%	2	2	1	0
					W Writing	100%	2	2	2	0
					W.1.0 Writing Strategies: Students write clear, coherent, and focused essays. The writing exhibits students' awareness of the audience and purpose. Essays contain formal introductions, supporting evidence, and conclusions. Students progress through the stages of the writing process as needed.	100%	2	2	2	0
					Evaluation and Revision	100%	2	2	2	0
					Evaluation and Revision	100%	2	2	2	0
					W.1.6 Revise writing to improve the organization and consistency of ideas within and between paragraphs.	100%	2	2	2	0

Note: Only the portion of the Grade Level Expectations (GLE) covered by the assessed curriculum are measured on this form of the Diagnostic Assessment. Thus, inferences from students' performances should not be made to the GLE as a whole, but only to the assessed portion of the GLE. A specific GLE is measured by items on this form only when the GLE comprised at least five percent of the assessed content as indicated by the pacing guide; GLEs that did not comprise at least five percent of the curriculum are not measured by this form. Also, the reported results for GLEs measured with fewer items are less reliable than for GLEs measured with more items. Thus, when small numbers of items are used to measure a GLE, other measures (e.g., observations, homework, etc.) should be used to confirm the results reported here.

#12



"Opening doors today, for the leaders of tomorrow"

December 10, 2010

17 pages

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Mr. Keith Bennett
Director, CDBG Program
Economic Development Department
City of Carson
1 Civic Plaza Drive, Suite 500
Carson, CA 90745

Dear Keith,

On behalf of our Board of Directors, National Adv Spokesperson, Actress & Producer Tatyana Ali, I this opportunity to submit a grant request of \$11,8 Millennium Momentum Foundation, Inc. Leader The main purpose of this program is to leadership training, mentoring and professional development disadvantaged high school seniors and aspiring co We are applying to your City and its Community D because we know this program shares you're the from low-moderate income households in the City employment skills, as well as the professional support services that they need to break the cycle of poverty, find productive work, and contribute positively to the well-being of their local communities in the City of Carson.

MMF is a 501(c)(3) Nonprofit Corporation created in 2002 with the mission to increase the number of students and young professionals from all ethnic backgrounds public service related fields through higher education financial aid, mentoring, and leadership development training. We achieve this mission by serving as a resource bridge between educational institutions and the workplace, while providing over \$45,000.00 in academic scholarship benefits through our Best & Brightest Scholarship Program and an array of leadership development and professional support services through our State-of-the-Art Leadership Development Institute that positions young people to transition effectively from the classroom to the workplace with efficiency. Our agency has achieved a compelling 84% employment matriculation rate and a 96% college graduation rate among program participants from 2004 thru 2009.

Consequently, Millennium Momentum Foundation, Inc. is approaching the City of Carson with a grant request of \$11,875.00 to support our Leadership Development Institute to serve 25 economically disadvantaged high school seniors and aspiring college students (ages 18-24) residing in the City of Carson, California. Such a grant would make a significant difference in the lives of these deserving young people by helping them to access essential mentoring and to learn the important leadership and employment skills they need to become self-sufficient and productive members of our community. Therefore, on behalf of all the young women and men we serve in Carson, thank you for your conscientious consideration of this funding request.

Sincerely,

JASON L. SEWARD, MPA
Founder & CEO

ATTACHED: 2011-2012 Carson CDBG Proposal
MMF Board of Directors Roster
MMF Insurance Certificate
State & Federal Tax Exemption Letters
MMF Independent Audits (FY 2008 & FY 2009)
Proposal Budgets
MMF Governing Bylaws

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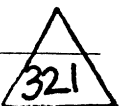
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Dr. James Mitchell
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CSU, Northridge

Marsha Brown
Member
Board of Regents
Loyola Marymount University



Community Development Block Grant-----Program Year 2011 (July 1 , 2011-June 30, 2012)

Public Service Programs-----Request/Application for Funding

Part One

1. Organization Name: Millennium Momentum Foundation, Inc.
2. Project/Activity Name: 2011-2012 Leadership Development Institute
(If different from above)
3. Organization Address: 5757 Wilshire Boulevard, Suite 568, Los Angeles, CA 90036
4. Organization's DUNS Number: 83-2882232
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
Leadership Development & Employment Skills Training, along with professional development support services for graduating high school seniors and aspiring college students in the City of Carson
6. Location where program services are to be provided (if different from #3 above):
California State University, Dominguez Hills, 1000 E. Victoria Street, Carson, CA 90745
7. Contact Person: Jason L. Seward Title: Founder & CEO

Daytime Telephone: (323) 939-9549 FAX: (323) 939-5345 E-Mail;
jseward@millennium-momentum.org
8. Official(s) authorizes to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):

Name: Jason L. Seward

Title: CEO

10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?

25

11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested? 25

1 CIVIC How many persons did your program serve during the period July 1, 2009-June 30, 2010?

20 Carson Participants

12. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

20 Carson Participants

13. Have you previously received City of Carson Funding? Yes No

CDBG _____ X_____

Non-CDBG funding

(please indicate type/source) General Fund X _____

14. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$	\$	\$
Other	\$	\$11,875.00	

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

[x] Description of how the need was determined (including any supporting data) and how the program will meet the need.

☒ Description of the target population and the setting in which it is anticipated that the service will be provided.

☒ Description of how your program will track and verify the income status of program beneficiaries.

☒ An example of the documentation your program will obtain from program beneficiaries to verify their income status.

☒ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.

☒ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.

☒ Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.

☒ List of organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.

☒ Organization by-laws or charter.

☒ Federal non-profit status determination letter [IRS Code 501 (c) (3)].

☒ State non-profit status determination letter [State Code 23701 (d)].

☒ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.

☒ Full line-item budget of the organization for the 2010 (current) PY (including a list of funding sources your group receives).

☒ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us . Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request Proposals (RFP). Applications and proposals must be received by no later than 5:00 P.M., Thursday December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

Attachment A

2011-2012 CDBG Budget (Use of Funds)

Millennium Momentum Foundation, Inc.

Agency

A. Personnel

Salaries \$6,500.00

Fringe Benefits

Sub Total \$6,500.00

B. Non-Personnel

Rent

Equipment Rental

Supplies \$1,500.00

Printing & Copying \$2,500.00

Travel

Utilities

Marketing &
Outreach \$1,375.00

Insurance

Professional Fees

Other Contract
Services

Other

Sub Total \$5,375.00

Total Project Cost \$11,875.00

MILLENNIUM MOMENTUM FOUNDATION

ANNUAL OPERATING BUDGET

(January 1, 2010 - December 31, 2010)

	FY 2010	Internal Use Only
REVENUES		
Annual Gala Contributions & Sponsorship	\$150,000	
Foundation Support (Corporate, Private Foundations)	\$45,000	
Government Grants & Contributions	\$65,000	
Other Fundraising	\$24,000	
Total Annual Income	\$284,000	
EXPENSES		
Personnel Expenses		
Salaries & Wages	\$95,000	
Benefits	\$11,500	
Non-Personnel Expenses		
Best & Brightest Scholarships (\$3,000 x 15 scholars)	\$45,000	
Best & Brightest Scholar Recognition Event	\$40,000	
Books & Materials (student handbooks, study materials, resource books, etc)	\$4,700	
LDI Peer Mentor Reinvestment Stipends (\$150.00 x 12 months x 6 peer mentors)	\$10,800	
LDI Professional Consultant Trainer Stipends (\$200.00 x 6 months x 10 trainers)	\$12,000	
Payroll Taxes	\$5,000	
Website Development & Maintenance	\$4,000	
Annual Insurance Premium	\$3,200	
Storage Rent (\$114.00 x 12 months)	\$1,400	
Office Supplies	\$2,000	
Travel/Conferences/Meetings	\$3,000	
Board Meeting Expenses	\$2,000	
Legal Fees	\$3,500	
Office Rent (\$1354.00 x 12 months)	\$16,248	
Utilities	\$3,200	
Marketing & Advertising (Media, advertising, outreach)	\$5,000	
Program Food & Catering	\$6,500	
Program Equipment (LDI workstation computers - 3 x \$1,133.00)	\$3,400	
Printing & Copying	\$6,500	
Total Annual Expenses	\$283,948	

2011-2012 Carson Community Development Block Grant Program

I. Executive Summary

On behalf of our Board of Directors, National Advisory Board, and National Spokesperson, Actress Tatyana Ali, of Millennium Momentum Foundation (MMF), I want to thank you for this opportunity to submit a funding request in the amount of \$11,875.00 in support of MMF's **Leadership Development Institute**. This State-of-the-Art program based in Carson, California on the campus of California State University, Dominguez Hills, provides essential leadership and employment skills training, along with integrated academic and professional support services to meet the individualized professional development needs of deserving young people.

The specific target population for this proposed CDBG funded project will be a total of 25 graduating high school seniors and aspiring college students (ages 18-24), from low to moderate income households in the City of Carson, and who exhibit a high potential for higher education matriculation and workplace leadership (ascertained by above average grade point average of 3.0, demonstrated school or community leadership activity, and program nomination from school and/or community leaders knowledgeable of participant leadership potential).

Services will be rendered over the course of 12-months and the duration of program activities from outreach, recruitment and enrollment, to training & support services, testing, and graduation will span from July 2011 to June 2012.

Consequently, MMF's comprehensive Leadership Development Institute will enable economically disadvantaged young people from the City of Carson to gain the leadership and employment skills, as well as other essential professional development support resources they need to break the cycle of poverty, find productive work and contribute toward improving the quality of life in their local community.

II. Needs Statement

Today's job market requires a set of skills and knowledge that include positive attitudes, good work habits, the capability to learn a diverse set of tasks, critical thinking and the ability to problem-solve, and appropriate communication and interpersonal skills. For years, it was assumed that young people graduating from high school were given all the knowledge and technical skills they needed to succeed in the economy. But now it is becoming clear that training in leadership and employment skills are equally important if young people are going to develop an effective work ethic, participate properly in conflict resolution and dispute management, or operate successfully within a workplace culture. As Marshall and Tucker have pointed out in their book, *Thinking for a Living: Education and the Wealth of Nations*: "The future now belongs to societies that organize themselves for thinking critically. . . [A] nation's economic survival is based on a population capable of thinking, knowing, learning, and problem-solving at all levels of the economic and social nexus that forms our complex society."

Indeed, many young people, particularly those growing up in situations of poverty, racial and ethnic minorities, or youth at-risk of gang involvement, have no experience or little exposure to appropriate leadership skills training, mentoring, and guidance necessary for success in the workplace. This is especially true for the many economically disadvantaged young people in the Greater Los Angeles area, South Bay, and in Carson in particular, currently on the verge of adulthood. As a result, the employment challenges these young people face will be significant and can be seen in the current unemployment statistics for youth ages 16 to 19 in the United States. The U.S. Bureau of Labor Statistics, during the month of February 2009, reported the unemployment rates for young workers (ages 18-24) were: 20.5 percent for Whites; 25.5 percent for Hispanics; and 38.2 percent for African Americans. In addition, with a challenging economy, the competitiveness of the current job market is making training programs in leadership and employment skills a necessity for those young people preparing to complete their academic objectives in the classroom and prepare for transition into the workforce.

In addition, "Skills & Tasks for Jobs: a SCANS report for America", was recently issued by the U.S. Department of Labor Secretary's Commission on Achieving Necessary Skills (SCANS) in its efforts to examine the demands of the workplace and to determine whether the current and future workforce is capable of meeting those demands. The Commission was charged with defining common core workforce competency skills that constitute job and leadership readiness in a competitive workforce environment. Those skills identified in the report included, but were not limited to the following; "working with others", "diversity & cultural sensitivity", "client / constituent service delivery", "communication", "strategy & project planning", and more. The "SCANS" skills and competencies have been perceived as the skills that employers want, and have served as a foundation to develop workplace leadership skills curriculum.

Therefore, if young people in Carson are going to be positioned to effectively matriculate from the classroom to the workforce, they will need to learn essential leadership and employment skills that have been prioritized by the US Department of Labor, and they must be afforded ample opportunities to secure professional development guidance and support. As a result, Millennium Momentum Foundation has developed and has been successfully implementing its State-of-the-Art Leadership Development Institute containing all of the above elements to address the mentoring, guidance, and leadership skills of graduating high school seniors and aspiring college students in Carson as they complete their academic objectives in high school or college and prepare to join the workforce.

II. Description of Proposed Program

The Leadership Development Institute is a comprehensive 12-month leadership development program based in Carson, California on the campus of California State University, Dominguez Hills (CSUDH), that serves 25 graduating high school seniors and aspiring college students (ages 18-24), from low to moderate income households in the City of Carson, and who exhibit a high potential for higher education matriculation and workplace leadership (ascertained by above average grade point average of 3.0, demonstrated school or community leadership activity, and program nomination from school and/or community leaders knowledgeable of participant leadership potential).

The program consists of 24 intensive practical skills training classes administered to program participants on the campus of CSUDH over the course of a 6-month period from September 2011 thru February 2012 (each session spans 1.5 hrs / 36 hours of collective training). In addition, the program integrates ongoing professional development support services over the course of a 10-month period from September 2011 thru June 2012 in between training sessions on-site at CSUDH and external of the training sessions at MMF Offices and applicable collaborating service provider locations.

CORE LEADERSHIP & EMPLOYMENT PRACTICAL SKILLS TRAINING

MMF's Leadership Development Institute training curriculum is based on the extensive findings in the U.S. Depart of Labor Report, "Skills and Tasks for Jobs: a SCANS report for America", and focuses on two main areas in professional development; core leadership skills improvement and core employment skills improvement.

The Core Leadership skills training modules aim to increase knowledge and practical skills application abilities among program participants in the following skill set areas:

- Communication;
- Personal Leadership;
- Diversity & Cultural Sensitivity;
- Working with Others;
- Project management & Productivity;
- Personal Values;

The Core Employment skills training modules aim to increase knowledge and practical skills application abilities among program participants in the following skill set areas;

- Seeking Employment;
- Securing Employment
- Retaining Employment; and
- Advancing within Employment

ATTACHED: LDI Training Curriculum Overview

The Institute's training format utilizes a unique 20/80 rule, which means 20 percent is lecture, and 80 percent is activity-based skill application training. This unique service delivery subjects each program participant to both subject content and a training format that is not afforded to him or her through traditional lecture-heavy academic classroom instruction in high school or college. Instead, training through the MMF Leadership Development Institute minimizes lecture and instead utilizes activities and skills application scenarios to simulate what program participants will encounter in an actual workplace experience relevant to the various training modules and subject matters at hand. As a result, the training further enhances the participants' core understanding and ability to actually apply in a workplace setting, what has been taught during training instruction, which will ultimately will improve their effectiveness in not only seeking and securing employment, but will also contribute to their ability to be successful once in the workplace through job retention and career advancement. With this in mind, one of the long-term, systemic goals of the program is to significantly impact employment matriculation, retention, and/or career advancement rates among program participants in the targeted region served by this program, which provides a clear return on investment in the City of Carson.

The various training classes are taught in lecture halls and classrooms on the campus of CSUDH by seasoned working professionals from partnering community-based organizations, government agencies, local businesses, and universities. An example of some of the trainers recruited and rendering service delivery in the MMF Leadership Development Institute, by subject training matter are as follows; Tisa Jackson, VP of Diversity & Inclusion at Union Bank ("Diversity & Sensitivity Training"); John Mina, County of Los Angeles Human Resources Department Internship Program Manager (Advancing in Employment"); Kimberly McKenzie, Director of Compton Career Link ("Effective Resume & Portfolio Development"; Clarence Griffin, Director of Government & Community Relations at Loyola Marymount University ("Resourceful Job Searching & Career Opportunities in Public Service"); Gerardo Pinedo, County of Los Angeles Health Services State & Federal Government Liaison ("Effective Constituent Service Delivery"); Charles Chang, Executive Director of Asian-Pacific American Dispute Resolution Center ("Conflict Resolution"); Allyson Lavalais, Business & Job Resources Manager at Los Angeles World Airports ("Retaining Employment"); Grace Cainoy Weltman, Toastmasters Regional Director ("Effective Presentations & Public Speaking"); Nancy Diaz, Training & Development Manager at the Boeing Company ("Strategy & Project Planning"), and Michelle Talley, Professor & MSW Trainer at UCLA School of Public Affairs (Giving & Receiving Feedback"), Norma Mtume, Associated Director of Shields for Families ("Understanding Hiring Trends & Practices"), and Jose Pulido, City Manager of City of San Fernando ("Understanding Organizational Profiles"), and Linda Lanier, City of Los Angeles Human Resources Training & Development Director ("Understanding the Civil Service Examination Process").

PROFESSIONAL DEVELOPMENT SUPPORT SERVICES

In addition to its core training service delivery, the MMF Leadership Development Institute provides program participants with the following ongoing professional development support services from the time that students are recruited and enrolled into the program by September 2011 thru June 2012;

- Professional Mentoring; To further assist institute participants in the process to develop individualized professional development plans and to further address both the program participant's short-term and long-term professional development barriers and needs, professional mentors are recruited by MMF staff and matched in a formal one-on-one mentoring relationship with institute participants successfully completing training service delivery.

To maximize community reinvestment, MMF staff recruits mentors from the City of Carson to serve as mentors for program participants from the City of Carson. Professional mentors utilized for this purpose are working professionals with 5 or more years of professional experience from local community-based organizations, government agencies, educational institutions, and local businesses. Each mentor meets with his or mentee monthly either on site at CSUDH in between training sessions, MMF offices, at the mentor's professional place of business, or at an off-site location in the community that meets the needs of both mentor and mentee. Mentors are required to commit a minimum of one-year to his or mentee, but these relationships usually last a life time as mentor supports the mentor through their individual professional development.

- Peer Support Services – Peer support and guidance is provided by prior program participants (Program Alum) from the City of Carson that have successfully completed MMF Leadership Development Institute service delivery. These program alum ("Millennium Carson Ambassadors") are recruited by MMF staff to provide the following in an effort to position them to reinvest in their peers from their same geographic region completing the program service delivery in the current year; homework assistance, training activity role playing guidance, research project critique & feedback, program testing preparation assistance, and more.
- Individualized Job Shadowing Opportunities – Job shadowing opportunities are identified within partnering community-based agencies, businesses, government agencies, and educational institutions by MMF staff and provided to program participants completing training service delivery. The purpose of these opportunities is to introduce the program participant to the workforce and acclimate him or her into career options available in today's workforce consistent with his or her individual career objectives. This simply entails matching a program participant with a working professional in his or her field in the City of Carson, and over the course of a 3-4 week period, the program participant is allowed to accompany the working professional throughout the day while he or she is completing their daily tasks associated with their profession, which allows the program participant to witness firsthand what the job entails and creates an unique avenue for exposure that will help the program participant in the decision-making process with regard to his or her career choices and options available.
- Higher Education Guidance & Support – For those program participants that are recently graduating from high school and not yet enrolled in college, or those participants already enrolled in college and seeking support resources, college admissions and support group outreach and counseling is coordinated on-site at CSUDH in between training service delivery by partnering universities. The purpose of these academic support services on site is to increase college matriculation, retention, and graduation rates among program participants by providing access to the following; college recruitment personnel; key faculty that determine student acceptance that students would not normally access; key college campus support groups; financial aid information and scholarship resources. Some examples of our partnering universities that provide admissions counseling on site in this fashion include Pepperdine University, USC, California State University, Dominguez Hills (CSUDH), UCLA, Southwest College, El Camino College, and Loyola Marymount University.
- Ongoing Career Guidance and Support Services – Ongoing daily career guidance and professional development support is provided by MMF staff to program participants from the time of their enrollment into the program until graduation and certification, in an effort to provide them with accessible and personalized support as they navigate through ongoing academic and professional choices.

III. Goals and Outcomes

MMF's Leadership Development Institute, proposes to achieve the following program service delivery goals:

OBJECTIVE - 1) To increase the knowledge and practical skills application abilities of program participants in the core leadership skills needed to succeed in a professional work environment, as defined in program training curriculum modules including, but not limited to "Communication", "Personal Leadership", "Diversity & Cultural Sensitivity", "Working with Others", "Project Management & Productivity", and "Personal Values".

OBJECTIVE - 2) To increase the knowledge and practical skills application abilities of program participants in the core employment skills needed to effectively seek, secure, retain, and advance within, employment, as defined program training curriculum modules.

ATTACHED: MMF Leadership Development Institute Training Curriculum Overview

OBEJECTIVE - 3) Increase access, through the MMF Leadership Development Institute, to individualized professional development support services to program participants including, but not limited to professional mentoring, career guidance, peer support, higher education counseling, career coaching and more.

MMF anticipates meeting the following measurable outcomes at the conclusion of the program:

- A minimum of 85% of program participants completing the program will have increased their knowledge and skills application abilities pertaining to core leadership and employment skills. MMF staff utilizes individual training evaluations administered to program participants, pre & post training service delivery skill level self assessments administered to program participants, and written & practical skill application examinations by program participants as instruments by which to measure performance in this area.
- A minimum of 85% of program participants completing the program will be matched with professional mentor from the City of Carson to further nurture their professional development as they complete their academic objectives in high school or college and prepare to transition into the workforce. MMF staff utilizes the documenting and tracking of officially completed mentor/mentee participation agreements in participant service delivery plan and file as instruments by which to measure performance in this area.
- A minimum of 85% of program participants completing the program will be matched in job shadowing placement in the City of Carson to further acclimate them into career options available in today's workforce consistent with his or her individual career objectives. MMF staff utilizes the documenting and tracking of officially completed student/job shadowing host company agreements and progress reports in each individual participant service delivery plan file as instruments by which to measure performance in this area.
- A minimum of 85% of program participants completing the program will secure career guidance and support that will enhance their ability to address any and all service delivery barriers and needs present and successfully develop and implement short-term and long-term professional career goals and objectives. MMF staff utilizes the documenting and tracking of officially completed professional development support services progress reports in each individual participant service delivery plan file as instruments by which to measure performance in this area.
- A minimum of 85% of program participants completing program will be employed, enrolled full-time at an institution of higher education, or have graduated from an institution of higher education six (6) months following program service delivery, as measured by detailed individual program participant post service delivery tracking recording higher education enrollment & graduation rates, along with employment matriculation rates, employment retention rates, and career advancement rates. MMF staff utilizes the documenting and tracking of officially completed post training service delivery student progress reports in each individual participant service delivery plan file as instruments by which to measure performance in this area.

IV. 2011-2012 Program Implementation Timeline In Summary

The MMF Leadership Development Institute utilizes the following program implementation timeline in summary;

- June 15, 2011 thru August 31, 2011: Leadership Development Institute outreach, recruitment, and official enrollment of youth from the City of Carson.
- September 1, 2011 thru February 15, 2012: Leadership Development Institute program Kick-off / New Student Orientation at CSUDH; monthly leadership and employment skills training sessions administered at CSUDH; and ongoing academic and professional development support service delivery in between training sessions on-site at CSUDH and off-site at collaborating partner location (i.e. peer mentoring support & guidance, higher education guidance & counseling, professional mentor recruitment, job shadowing placement opportunity recruitment, career guidance, etc.).
- February 16, 2012 thru February 31, 2012: Post-training needs and skill-level assessments administered; and written & practical skills testing administered to participants to ensure program curriculum retention and practical skills application abilities.
- March 1, 2010 thru June 30, 2010: Post training academic & career development supportive services following completion of training (professional mentor matching, job shadowing placements, ongoing career guidance, and individualized career development plan completion).
- April 1, 2011 thru May 31, 2011: Official Leadership Development Institute Graduation & Certification Ceremony at CSUDH and scheduled City Council Meeting recognition of graduates from City of Carson.

IV. Program Evaluation

Evaluation is a critical component of all of MMF's programs and services, which means the effectiveness of the Leadership Institute's training curriculum and professional support services is monitored in several important ways.

First, pre and post self-assessment surveys are administered to the Institute's participants to determine their skill level in core leadership and employability competencies. Program participants complete initial assessment surveys during the program's new student orientation prior to training service delivery, and then complete a post self-assessment after completing the final training session. This allows MMF staff to assess the extent to which program participants feel that their leadership and employment skills have improved as a result of program participation.

Second, at the conclusion of each individual training session, participants complete individual training session evaluations to determine the effectiveness of that particular training and the extent to which knowledge has been increased among program participants by assessing the following in detail:

- The attitude and professionalism of trainer;
- The effectiveness of instruments, resources, and communication used in administering curriculum to program participants;
- The extent to which the training session increased participant knowledge and practical skills application abilities in each training session subject matter.
- The adequacy of the training to meet the skill needs of the program participants; and
- Whether the participant would recommend this training session to others.

Third, at the conclusion of the training service delivery, an official written and practical skills application exam is administered to program participants to ensure quality curriculum retention and leadership development skills application abilities. Passing both the written and practical skills exam is a requirement in order to successfully complete training service delivery and receive official Certificate of Completion by Millennium Momentum Foundation, Inc. The written exam content is derived from the curriculum's subject matters and entails a combination of testing the retention of core learning objectives, as well as testing the retention of the specific content covered by each of the trainers during the various training sessions. Also, the program participants are given a practical skills exam that measures their ability to apply what has been taught during classroom instruction. For example, participants are evaluated by an independent panel of working professionals that serve as judges, and participants are scored on their ability to perform selected real-life scenarios that they might encounter while acting in a leadership capacity in a work environment or during the process of seeking, securing, retaining, and/or advancing in employment. These skill application tests would include, but would not be limited to mock interviews, networking scenarios, role play activities in team building or conflict resolution, simulated project management scenarios, and much more that could be encountered in a "real-world" workplace environment.

Finally, six (6) months following the conclusion of program training and professional support service delivery, MMF staff analyzes all data from previously collected pre & post self-assessments, individual training evaluations, post training written and practical skills exams, and individual participant progress reports from client service delivery plan files. This data is then evaluated collectively to review, assess, and document the overall performance of the program in all areas applicable areas.

V. Organization Experience

Millennium Momentum Foundation, Inc. was created in 2002 with the mission to increase the number students and young professionals from all ethnic backgrounds in public service related fields through higher education financial aid, mentoring, and leadership development training. To achieve this mission, MMF administers two signature program as follows;

The **Best and Brightest Scholarship Program** awards academic scholarships annually through a competitive application process to undergraduate and graduate college students in Southern California enrolled full-time, demonstrating financial need, academic merit, and leadership potential. In its initial infancy, the program began in 2004 awarding \$10,000.00 annually and slightly increased its scholarship allocation annually both in volume and value each year in an effort to be sensitive to, and keep pace with, increasing tuition costs and ever growing demand among deserving students in need. Currently the agency is awarding \$45,000.00 annually as of 2010 through its Best & Brightest Scholarship Program, whereby each student is awarded \$3,000.00 in two separate disbursements, one (\$1,500.00) in the fall and one (\$1,500.0) in the spring. The program continues to experience significant growth and expects to be awarding over \$50,000.00 annually beginning in 2011.

The **MMF Leadership Development Institute** evolved from the leadership development workshops offered monthly by MMF exclusively to MMF Best and the Brightest Scholars in 2004. At the time, these workshops sought to impart the skills required for the professional development of college students as they completed their academic courses and prepared to join the workforce. However, it was revealed through evaluation surveys from among the program participants that they felt more people, including graduating high school seniors and those external of the best & Brightest Scholarship Program, should be able to avail themselves of the important information and practical skills, related to seeking, securing, retaining and advancing within employment, offered by this workshop series at the time.

As a result in 2006, a pilot version of the Leadership Development Institute was created and launched in that served 300 low-income residents from the Housing Authority of the City of Los Angeles (HACLA).

The participants were high school seniors from East Los Angeles, South Los Angeles, and San Fernando Valley public housing developments, who were expected to graduate from high school and enter the workforce. The pilot institute consisted of two, two-day long workshops, covering subject areas such as: preparing for entering employment, retaining employment, translating a summer internship into a career, and advancing in the workplace. These workshops were taught by various working professionals recruited from a number of local municipal offices, corporations, and community-based organizations. A particularly effective element present within these workshops was discovered to be the peer to peer support provided by student alumni from previous professional development or leadership training with MMF. These institute peer alum worked with the participants as individuals, or in small groups, to help reinforce the content of the curriculum being taught. As a result, the evaluation performed at the completion of these workshops demonstrated that 90 percent of the participants increased their knowledge of the practical skills needed to enter the workplace.

The significant success of the pilot program and input received from the participants served, revealed the following; the need for such training among even a large service delivery population (including high school seniors and participants external of the scholarship program); the importance of continuing this program for a longer duration of time to maximize impact; the value of integrating peer support; and incorporating additional and ongoing professional development support services to supplement the training service delivery given student barriers and needs. Consequently, the MMF professionally development workshop series was expanded and redesigned into an annual comprehensive 12-month State-of-the-Art Leadership Development Institute in 2006. The new model was launched and first implemented at Los Angeles City Hall in partnership with Los Angeles City Council President Eric Garcetti, whereby it then served the entire City of Los Angeles region. The successful implementation of this expanded model and results rendered therein, prompted massive interest among graduating high school seniors and aspiring college students from throughout the Southern California region. In addition, extensive interest began to grow among civic leaders in the South Bay Cities (Carson, Inglewood, Gardena, Torrance, etc), Gateway Cities (Compton, Lynwood, etc) that sought to bring this State-of-the-Art Leadership Development Institute to their cities for deserving youth ages 18-24 that could benefit from the extensive leadership and employment skills training, along with the professional development support services. As a result, the program quickly outgrew the premises at Los Angeles City Hall, and was relocated to Carson, California in an effort to accommodate the larger program participant population and needs with the extensive facilities available at California State University, Dominguez Hills, located in Carson, California. To this day, the program continues to be based on the campus and now serves over 100 youth ages 18-24 collectively from the City of Carson, neighboring South Bay Cities, Gateway Cities, and Greater Los Angeles. Further, the Leadership Development Institute has grown to be an integral partner to the City of Carson, connecting its youth to both critical training services and professional development support services, at a time when the workforce is extremely competitive and these skills and professional support services can significantly impact the educational and professional advancement of Carson youth.

V. Results & Sustainability

Millennium Momentum Foundation, Inc. has become one of the leading providers of financial aid, mentoring, and leadership development training in the Nation. One of the key factors contributing to the extensive growth and success of Millennium Momentum Foundation, Inc. as an agency and its Leadership Development Institute in particular, is the compelling service delivery results associated with its programs. The academic scholarship program has grown significantly from 2004 to 2009, **awarding over \$200,000.00 in academic scholarships since 2004 through its Best & Brightest Scholarship Program.** From 2004 thru 2009 the organization achieved a compelling **96% college graduation rate and an 84% employment matriculation rate** among program participants completing service delivery through its Leadership Development Institute. Indeed, MMF's effectiveness in providing all minority and financial need-based students with the support and leadership training they need to succeed in the workplace as young professionals has been recognized nationally by the American Society for Public Administration (ASPA) with its 2007 Henry Reining Outstanding Organization Award, and the 2010 Equal Opportunity Award.

In addition, embedded in this program, is a long-term sustainability plan, the "Millennium National City of Opportunity Initiative", our leadership development sustainability plan launched in 2008 to position MMF to develop, benefit from, and sustain public-private partnerships between local city municipalities and corporations doing business in those cities, for the benefit of economic vitality and youth advancement in the regions. With this in mind, we are able to annually leverage the support received by the City of Carson with that of our partnering Corporations, which match support provided by local cities in ongoing public-private partnership to serve low to moderate income households and those deserving youth that traditionally would not have access to such services due to financial hardship. The City of Carson is one of the Founding Cities to this sustainability plan, along with several other neighboring cities including, but not limited to Compton, Gardena, Inglewood, Los Angeles, and more. In addition to providing avenues for financial support, the City promotes our service delivery in an effort to effectively recruit mentors, job opportunities, volunteers from within the city, and more. With this in mind, our agency is positioned to sustain service delivery on a long-term basis for the benefit of educating and professionally developing Carson youth.

VI. Management & Staff Experience

MMF employs a dynamic team of staff and volunteers, all of whom are dedicated and well-trained individuals who understand the needs of the aspiring students and young professionals (ages 18-24) that we are trying to help, as well as the needs of our local communities. The organization's Founder and Chief Executive Officer has overseen the daily operations, strategic planning, and expansion aspects of the organization for the past eight years, since its inception in 2002. He holds a Masters in Public Administration, with an emphasis in Nonprofit Management and Inter-governmental Relations from the University of Southern California. In addition, he brings more than 15 years of extensive public service experience in the areas of program planning and oversight, community relations, and community-based agency development, having served as a Deputy Supervisor for the County of Los Angeles Board of Supervisors, Second Supervisorial District, under Los Angeles County Supervisor Yvonne B. Burke. During his tenure as Deputy Supervisor, his office was located in the Compton Superior Courthouse, and the City of Carson was a part of his regional constituent service delivery assignment. As a result, he is very familiar with Carson's resources, needs, stakeholders, and has extensive relationships throughout the City to benefit service delivery implementation and sustainability.

The Student Services Coordinator, Felicia DeRouen, has overseen the direct service delivery of the programs at MMF for the past five years, and manages all communication with all the organization's various program participants. In addition, she coordinates all aspects of the supportive services including intake, outreach, day-to-day direct service delivery, and is responsible for ensuring that the program participants navigate through MMF programs efficiently. Ms. DeRouen has over 6 years experience in project management and currently an undergraduate student pursuing a Bachelors Degree in Human Services.

In addition, the volunteer "Leadership Development Institute Ambassadors" that have completed prior MMF Leadership Development Institute service delivery from the City of Carson, will help to identify and recruit program participants from their respective city regions, as well as provide homework assistance, research project critique & feedback, training exercise support & guidance, and more in support of their peers from the City of Carson in current year service delivery. The utilization of program alum as Ambassadors positions these young people from Carson to reinvest and apply their acquired leadership skills to assist other incoming program participants seeking to take advantage of Leadership Development Institute service delivery and realize their full potential. Further, this unique approach allows cities to realize a 360 degree return on investment by positioning their funded participants to utilize their acquired skills, inspiration, and time to systemically reach back, serve, and advance their peers from the same city.

The financial accounts for the Millennium Momentum Foundation are kept in accordance with the generally accepted accounting principals (GAAP) for nonprofit organizations as set forth by the Financial Accounting Standards Board (FASB). The accounting books are overseen by Mr. Chuck D. Molina, who has been an accountant for more than 16 years with various corporate and nonprofit entities.

Mr. Molina is supervised by MMF's Board Treasurer, Mr. Vicente P. Ching, who is the Executive Director of Contract Accounting at Paramount Pictures, a division of Viacom, Inc. Mr. Ching is a Certified Public Accountant and brings extensive accounting experience with him to the Millennium Momentum Foundation. In addition, the Finance Committee of MMF's Board of Directors monitors the agency's financial reports on a quarterly basis, and then reports their findings to the full Board of Directors every six months. Finally, MMF's books are audited once a year by the Sabocor & Company, formerly known as Sabocor & Maglan, the company was organized in 1989, it is a full service auditing, tax and management consulting firm that presently includes seven professionals, of whom five are Certified Public Accountants and two are Certified Anti-Money Laundering Specialists.

Finally, MMF is overseen by a 17-member Board of Directors, who provide oversight over the financial, planning, and operations of Millennium Momentum Foundation, Inc. The Board is comprised of working professionals from leading corporations, public sector agencies, community-based agencies, and institutions of higher education.

Consequently, the Millennium Momentum Foundation's staff and board have an ample amount of experience program administration, operational oversight, accounting, and more to properly administer a grant awarded by the City of Carson to benefit deserving youth.

XII. Income Verification & Tracking

The Residency and Income Self-Certification information will be collected during the application and enrollment process for participants. MMF already has an application form that is designed that requires the following information: participant's name and address; number of persons living in the household; gross annual household income; racial/ethnic group; whether the participant lives in a female headed household; and the signature of the participant or his/her parent or guardian (if necessary), and additional requirements as needed to ensure City of Carson CDBG information needs are met. Please find attached, a copy of the Income Self Certification Form used by MMF, but will be modified where needed to account for any applicable adjustments to meet the City of Carson CDBG program information tracking requirements.

The applying participant must be able to prove residency through documents such as a driver's license, identification card, school enrollment or mail sent through the U.S. Post Office. To verify their income, participants will need to provide one of the following pieces of documentation to confirm their eligibility, such as a foster case number, AFDC/CalWorks identification numbers, Food Stamp case number, FDPIR identification numbers, MEDICAL number, salary check photocopies, or some other form of income certification. This information will be collected and entered into a database for the monitoring and tracking of participants, and also will be used for reporting on the results of this program in accordance with CDBG guidelines.

XII. Conclusion

Such a grant awarded through the Carson CDBG Program would make a significant difference in the lives of these young people in Carson by providing them with mentoring and helping them learn the important leadership and employment skills they need to become self-sufficient and productive members of the Carson community. We are applying to your agency because we know this program shares agency's goal of enabling young people from low-income and diverse communities to gain the education and leadership skills they need to break the cycle of poverty, find productive work, and contribute positively to the well-being of their local communities in Carson.

Therefore, on behalf of all the young women and men we serve in Carson, thank you for your conscientious consideration of the funding request



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#13

CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: South Bay Alcoholism Services dba NCADD South Bay
2. Project/Activity Name: _____
(If different from above)
3. Organization Address: 1334 Post Avenue, Torrance CA 90501
4. Organization's DUNS Number: 176470078 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
Substance Abuse Prevention and Anger Management
6. Location where program services are to be provided (if different from #3 above):
Carson High School and Victory Community Center
7. Contact Person: Michael Ballue Title: Executive Director
Daytime Telephone: 310.328.1460 FAX: 310.328.1964 E-Mail: michael@ncaddsb.com
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: Michael Ballue Title: Executive Director
Name: _____ Title: _____
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 19,192
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
90
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
500



12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

1,000 Plus

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

1,000 Plus

14. Have you previously received City of Carson funding?

Yes No

CDBG

Non-CDBG funding

(please indicate type/source)

No

No

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$	\$	\$
Other	\$	\$	\$

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☐ Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☐ Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☐ Description of how your program will track and verify the income status of program beneficiaries.
- ☐ An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☐ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☐ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☐ Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☐ List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☐ Organization by-laws or charter.
- ☐ Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☐ State non-profit status determination letter [State Code 23701 (d)].

- ☐ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☐ Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☐ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

National Council on Alcoholism and Drug Dependence South Bay

City of Carson CDBG Grant Proposal

December 2010

Contents:

- A. Request/Application for Funding**
- B. Original Proposal Narrative**
- C. Resumes of Key Employees for this Proposal**
- D. List of Organization's Board of Directors**
- E. Organization By-Laws**
- F. Federal Non-Profit Status Determination Letter**
- G. State Non-Profit Determination Letter**
- H. Fictitious Business Name Statement**
- I. Line Item Budget for CDBG Proposal**
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- M. Site Agreement Letters**
- N. Seven (7) copies of Proposal Narrative**

**South Bay Alcoholism Services dba National Council on Alcoholism and Drug Dependence of
the South Bay BRRIM and Anger Management Services**

Proposal to the City of Carson for Community Development Block Grant Funds

I. Summary –

South Bay Alcoholism Services dba National Council on Alcoholism and Drug Dependence of the South Bay (hereafter NCADD South Bay) proposes to provide a strengths based assessment, referral and follow up service entitled the Brief Risk Reduction Interview and Intervention Model (BRRIM), in both English and Spanish, to 50 at-risk youth from Carson families low to moderate income and also a twelve session Anger Management Curriculum with at least 40 at-risk youth from Carson families low to moderate income. These services will be provided at two locations, the first location at Carson High School with services at that location limited to students attending that school and to the BRRIM process, the second location will be at the Victory Outreach Take 5 Youth Center on 223rd Street near Avalon Blvd. where space will be rented to provide services to clients who are not Carson High School students and to provide the Anger Management curriculum. Non-Carson resident youth will be accepted if referred through Carson agencies, but a minimum of 35 Carson youth will be served by each program.

II. Organizational Background –

NCADD South Bay was founded in 1973 and incorporated as a 501©3 non –profit corporation in 1975. NCADD South Bay's mission statement is: "The NCADD/South Bay is dedicated to the promotion of better health and greater safety in the South Bay and its neighboring communities. To accomplish this the Organization provides programs of education and prevention regarding the misuse of alcohol and other drugs and the diseases of alcoholism and drug dependence, and offers recovery and/or referral services to those afflicted with such problems and for their loved ones who also suffer."

While NCADD South Bay's administrative offices are located in Torrance, its mission statement focuses on the entire South Bay area and a variety of services have been delivered in the City of Carson for some time now. Building Blocks, NCADD South Bay's Satellite Housing for Women with Children was moved to Carson in 2007 and continues operations near the intersection of Main and Sepulveda to this day. NCADD South Bay has been a member agency of the UCLA/RAND Community Advisory Board, which serves the Carson/Wilmington area for four years, with NCADD South Bay's Executive Director currently serving as the National Community Coalition representative for that board. NCADD South Bay prevention staff personnel have been providing indicated sector prevention services (including BRRIM) to Carson residents both at our Torrance headquarters and at Carson High School for the past year. In addition NCADD South Bay prevention staff and administration have been active supporters of the City of Carson's Drug Free City unveiling and Red Ribbon Week.

Currently the services that NCADD South Bay provides to residents of the City of Carson are provided under contract with Los Angeles County's Department of Public Health's Substance Abuse Prevention and Control division. These services include the delivery of BRRIM assessments at Carson High School and at Victory Outreach Community Center for the past year. A re-bidding process for those contracts, under which NCADD South Bay has provided prevention services to Los Angeles County residents for multiple decades, requires providers to narrow their geographic focus for selected and indicated services with Policy based prevention efforts being allowed over a larger area. NCADD South Bay will continue to support efforts made by the county's selected SPA 8 (which includes Carson) wide lead prevention agency. Given the very uncertain future of county funding for our indicated sector prevention efforts in the City of Carson, this CDBG grant opportunity is fortuitous. NCADD South Bay deeply respects and admires the meaningful and realistic fashion in which the City of Carson has embraced the goal of reducing the negative impact of substance abuse and misuse within its boundaries and is eager to continue to provide much needed services to its residents.

The primary staff providing direct services under this grant will be Freddie Gomez and Mauricio Jaimerena. Mr. Gomez holds an A.A. degree in Religious Studies, is certified as an Addiction Specialist II and in Anger Management Group Facilitation, and is credentialed as a Clinical Supervisor. Mr. Gomez has received specific training in the Anger management curriculum published by the Substance Abuse and Mental Health Services Administration (SAMHSA) that will be followed in our Anger Management course. Mr. Gomez has worked for over five (5) years starting with Victory Outreach and continuing with NCADD South Bay. He has served on the City of Carson Community Advisory Board and the Carson Sheriff Gang Diversion Team and is a PAC Member for the Probation Department. Mr. Jaimerena holds a Bachelor of Sciences degree in Criminal Justice, has worked as a Prevention Outreach Specialist for NCADD South Bay for three years, has received specialized training in the BRRIM model and is fluently bi-lingual in English and Spanish. Both of these gentlemen will be supervised by Barbara Smith, who is the Program Director for Prevention and Outpatient Programs for NCADD South Bay. Ms. Smith brings over twenty (20) years of experience in prevention services, including management of NCADD South Bay's county prevention contracts, to the table and is certified as both an addictions counselor and as a Clinical Supervisor. NCADD South Bay's Executive Director Michael Ballue will also participate as the program requires.

Included on the Board of Directors for NCADD South Bay (full list attached) are: Dr. Richard Merrick the former head of Kaiser South Bay's Addiction Medicine Department (located in Carson), Gloria Williams a former Superior Court Clerk and Grace Murphy, the board chair, who is a Registered Nurse and licensed Marriage and Family Therapist. These individuals bring the necessary expertise and life experience to make board oversight of all of NCADD South Bay's efforts including those proposed herein, meaningful and productive. They along with all of their fellow board members are passionately committed to the provision of top quality services to the South Bay community.

III. Description of Need and Target Population

The currently adverse economic climate has led to an overall increase in stressors for all of society, with an especially heavy impact on the economically disadvantaged and on single parent households (according to recent census data over nine (9) percent of Carson residents live below the poverty line and over seventeen (17) percent of households are female householders with no husband present). As society's stressors increase so do violence and substance use. Unfortunately this current recession is no exception to the rule, with the latest national studies showing an increase in adolescent substance abuse. At a local level in the City of Carson, the most recent surveys have shown that the most likely time for the onset of substance use is in the middle school years and that 30% of youth used Marijuana and 60% used alcohol. The use of these and other substances during adolescence, and especially during early adolescence is particularly problematic for a plethora of reasons. Among these are the fact that the earlier that one begins using substances the more likely that a full-fledged addiction will develop, multiple studies funded by the National Institute on Drug Abuse have shown a correlation between age of first use and the later development of dependency. In addition the impact of regular substance use on adolescent development is profoundly negative.

These are but a few of the reasons that diverting adolescents who become involved in substance use early in that process is critical. The Institute of Medicine (IOM) divides prevention into three main categories: Universal, Selected and Indicated. Universal applies to those efforts that impact an entire population, such as drug free city and social host ordinances. Selected applies to groups of individuals who are considered at "high risk" and can apply to such programs as career development pathways for foster or judicial system youth. Indicated sector services are those that are targeted to specific individuals who have been identified as showing symptoms of a developing problem.

With the tightening of public sector budgets across the board, indicated sector services are not currently the most popular to fund with a common misperception that they offer less "bang for the buck" and mistaken beliefs that they can be replaced by treatment services. Although indicated sector services generally have a higher "per client" cost, this must be balanced against the fact that the recipients of these services are those which will, if they go on to develop a full addiction cost society the most. According to a 2008 Marin Institute study alcohol related harm alone costs the state of California 38 billion dollars per year and according to a 1992 NIDA study, the cost of drug abuse to the nation was nearly 100 billion dollars annually.

The perception that treatment can replace indicated sector prevention services is very dangerous. Youth sent to treatment too early in their abuse of substances are often exposed to far more drug experienced youth, and given the power of peer input in adolescent years are as likely to come out of treatment and increase the scope and depth of their use as they are to reduce or quit. There is a critical need for services that support a change to a healthier direction for youth showing problem symptoms, services that reduce risks and do not increase them...services such as the strengths based model used in this proposal.

Unfortunately the need for Anger Management services also increases when the economy takes a downturn. Intervening with individuals who have shown difficulty in controlling their anger is critical, especially in California, where Homicide is the leading cause of death for youth age 15-19

and youth ages 12-17 are three times more likely to be the victim of a serious violent crime than an adult is. California leads the nation in the percentage of its juvenile residents that it confines, and with a variety of different gangs actively recruiting members from Carson's youth, this city is no exception.

The Surgeon General's 2000 report sighted the fact that Youth Violence Intervention and Prevention programs are effective and with NCADD South Bay's choice of a SAMHSA approved and disseminated practice, a positive impact on the youth of Carson is assured. Both the need for, and the appropriateness of, the Anger Management services proposed herein is shown by data obtained from the Carson Sheriff's Department showing that the Program Disposition Success rate for Gang Program participants was highest for Mental Health Programs/Services (which being based on Cognitive Behavioral Therapy our chosen curriculum is) at 65%. The nearest runner up was Mentoring at a little over 50%.

IV. Program Description, Goals & Objectives

NCADD South Bay proposes to deliver the indicated sector prevention practice the Brief Risk Reduction Interview and Intervention Model (BRRIM) at two locations in Carson: Carson High School and The Victory Outreach Take 5 Youth Center. The former location will have services delivered to Carson High School Students only, while the latter will be available to all Carson residents and those of neighboring towns, if referred by a Carson agency or entity. The service will be available in both English and Spanish at both locations and it is estimated that more than 20 youth per year can be serviced at the Carson High School location and more that 30 at The Victory Outreach location.

BRRIM was first developed within the Student Assistance Program at Desert Sands School District. NCADD South Bay was encouraged to train in this practice by Los Angeles County Substance Abuse Prevention and Control's Prevention Division and was able to arrange training for its own staff and those of partner agencies in the fall of 2008 courtesy of the California Prevention Institute. BRRIM was adopted by Riverside County as the practice of choice for its Individual Prevention Services program (the equivalent of Indicated Sector Services in the IOM). During the first two years of use a cost savings of almost 80% over outpatient treatment was shown and client satisfaction was an incredible 95%! (Harris & Ryan *Journal of Psychoactive Drugs*, SARC Supplement 6, September 2010).

The BRRIM process uses both Center for Substance Abuse Prevention's recommended strategies of Problem Identification/Referral and Education and the National Registry of Evidence-Based Programs and Practices (NREPP) practice of Cognitive Behavioral Therapy. These are combined into an hour and a half long interview with the client and as much of their family and support system as can be obtained for the process. From this meeting a strengths-based plan for life improvement is developed, signed by all participants, and follow up sessions and calls are scheduled as indicated by the nature of the plan.

The outcomes sought by application of BRRIM are:

- 1) 50 Carson resident youth will receive the BRRIM Service.
- 2) A reduction in substance use.
- 3) Improved academic performance.
- 4) Reduction in juvenile justice involvement.
- 5) Increased engagement with healthy adults.

The Anger Management course will be offered at the Victory Outreach location only and in English only, as past experience when the course was offered by Victory Outreach indicates that the demand for the course in Spanish from Carson residents is low. The course will follow the 12 week curriculum from the "Anger Management: A Cognitive Behavioral Therapy Manual" developed by SAMHSA. This curriculum includes education, anger control plans, cognitive restructuring and conflict resolution among other components. This exact curriculum has been funded by the City of Carson under the CDBG program in the past, when provided as part of Victory Outreach's Take 5 program.

The outcomes sought for the Anger Management course are:

- 1) 40 Carson resident youth will receive a 12 week Anger Management course.
- 2) A reduction in violent incidents these youth are involved in.
- 3) Improved academic performance.
- 4) A reduction in juvenile justice involvement.
- 5) Increased engagement with healthy adults.

All participants and at least one custodial parent in the program will, as part of their intake procedure provide the following information:

- 1) Name and age of the primary participant
- 2) Physical address of household including city of residence
- 3) Names, ages and relation to primary participant of all household members
- 4) Contact information (phone, e-mail etc.)
- 5) Family income
- 6) Consent to participate in the program
- 7) Agreement to provide notification of any changes to family income during duration of program
- 8) Agreement for follow up interview

This information will be collected on a single demographic information form to enable easy reference by NCADD South Bay staff or City of Carson personnel.

The custodial parent will sign an affidavit that the information provided is accurate. For verification of family income, the custodial parent will need to show documentation of income in the form of either pay check stubs or government financial aid documentation. This information, with the exception of the proof of income documentation of which the form provided will be documented

but not kept as exact copy, will be kept on file and used to document the service of Carson residents and the service of low income and female head of household families.

Follow up visits or calls will be attempted with all clients and will address each of the outcomes sought in addition to the client's satisfaction with the services provided.

Client fees will be collected at the rate of \$10 per BRRIM Assessment and \$20 for Anger Management course from Carson residents and \$20 and \$40 respectively for non-Carson residents. Research has shown that client's are more invested in therapeutic process when they have some financial investment in it, even a small one. Families who can truly not afford even these nominal fees may request and receive a fee waiver, if the financial documentation they submit so warrants.

Both programs may be adjusted in volume and location to fit with a smaller allocation of funds, should the City of Carson be unable to fully fund this proposal.

V. Documentation and Evaluation

All intake materials for each program will be kept on file. All BRRIM assessments will be kept on file, including but not limited to: the assessment itself, prevention plan developed during the assessment and all follow up visits/calls. All Anger Management program documentation will be kept on file, including but not limited to: attendance sign in sheets, copies of certificates of completion and follow up documentation. All materials referenced in this paragraph will be available for review by appropriate City of Carson personnel upon their request.

The provision of BRRIM services to 50 Carson residents and the provision of an Anger Management course to at least 40 Carson residents will be clearly documented in the program records and can be easily verified by City of Carson staff. Given a normal rate of inability to contact for follow up interviews and the fact that no approach is successful in every application, it is estimated that follow up visit and call documentation will show at least 50% of program participants experienced improvement in at least three (3) of the sought outcomes.

VI. Attachments

Please find attached to the original copy of this narrative the following attachments:

- 1) A list of the Organizations Board of Directors
- 2) Resumes of Key Staff for this proposal
- 3) Organizations By-Laws
- 4) Federal and State Non-Profit status determination letters
- 5) A one (1) page line item budget
- 6) A full line item agency budget for the current fiscal year
- 7) The last two years audited financial statements
- 8) Carson High School letter
- 9) Victory Outreach Space Agreement Letter

Barbara Smith
1211 Cabrillo Avenue #106
Torrance, California, 90501

Current Position: Program Director, CADCA, RSA II, CSC, Alcohol and Other Drug Prevention Services and Outpatient Substance Abuse Treatment/Recovery Programs.
National Council on Alcoholism and Drug Dependence of the South Bay 2010 - Present

Implement and direct SAPC Contracts, AODPS, CalWORK'S, General Relief, Promoting Safe and Stable Families Programs. Compile and prepare as required reports and monthly requests for reimbursements (time sheets), Coordinate staff trainings and ensure HIV/AIDS trainings are given to all NCADD/South Bay Staff, coordinate on going Alcohol/Drug/Tobacco Monday Education Series as well as Parenting Skills Workshops STEP/TEEN for parents with teenagers, monitor client files, Networking and Public Relations with community awareness, prevention and education and treatment/Recovery Providers, DCFS, DPSS, Police Departments, Probation Dept, Superior Courts, and other agencies. Oversee front office and monitor information and help-line calls, conduct assessments /evaluations for clients as needed for program requirements. Provide clinical supervision for interns and AOD Counselors.

Academic Background:

Tooele High School - 301 W Vine, Tooele Utah, 84074

Attended 1961- 1963

Torrance Adult School 2200 W. Carson, Street Torrance California

Attended 1982 - 1983 awarded High School Diploma

California State University Dominguez Hills: 1000 E. Victoria ST. Carson, CA 90747

Attended 198-1983 awarded Certification Alcohol/Drug Counseling 1983

University of San Francisco: 2130 Fulton Street, Lone Mountain Campus #306 San Francisco, CA 94117-1080

Attended 1996-1997 The Academy Leadership Training for Alcohol/Drug Professionals

CADAC, Registered Alcohol and Drug Intern / CADAC 1 (past written test) 1994

SAP Employee Assistance Professionals Association,

Substance Abuse Professionals as defined by the Federal Government Department of

Transportation 49 CFR part 40s (SAP) 2004

Breining Institute: Clinical Supervisor Credential 2005

Breining Institute: RAS Level II 2005

CADTIP California Association of Drunk Drivers: Alcohol and Other Drug Counselor 2008

Experience Background:

Long Beach Memorial Hospital 2801 Atlantic Ave. Long Beach, CA 90806

Inpatient/Outpatient Internship (Six Month Internship) 1983

Southwest Drivers Benefits Program Alcohol/Drug DUI Counselor 1983 -1994

Raider Institute: Eating Disorders 1986 -1987

National Council on Alcoholism and Drug Dependence/South Bay,
Program Director CADCA, RADII 1996 - 2010

Trainings and Certifications

Penal Code 1000 County of Los Angeles Certified in Drug Abuses: 1990

Intervention Training Johnson Institute: 1997

Domestic Violence Counseling 1997

Co-Occurring Disorders 2008

BRIEF Risk Reduction Interview and Intervention Model Training 2008

HIV/AIDS Task Force Los Angeles 2010

Current Business Address and Telephone:

National Council on Alcoholism and Drug Dependence/South Bay
1334 Post Avenue Torrance, CA 90501

Phone: 310 328-1460



Mauricio Jaimerena
1104 W 37th Pl., #307
Los Angeles, CA 90007
323.377.1173

Current Position: Prevention Outreach Specialist, 2008- Present
National Council on Alcohol and Drug Dependence (NCADD) – South Bay

Operate under the Community Prevention Recovery Program focused on reducing the incidence and prevalence of alcoholism and drug addiction; assist director in planning service delivery and community outreach on prevention awareness programs, treatment, and referrals; and provide administrative duties and assist in facilitating programs serving outpatient and recovery services.

Academic Background:

Bishop Mora Salesian High School- 960 S. Soto Ave. Los Angeles, CA 90023.

Graduated 2002, awarded diploma

California State University, Los Angeles – 5151 State Drive University, Los Angeles, CA 90032.

Attended 2002-2008, awarded Bachelor of Science in Criminal Justice;

Minor in Business Management

Experience Background: Three years as a prevention outreach specialist in various programs and activities relating to the criminal justice system, the structure and functions of prevention/diversion programs, law enforcement, the courts, and corrections.

Offices of Joseph Shalant, File Clerk	2004
Prado Restaurant, Assistant to Owner	2005-2006
Assemblymember Mike Eng, AD 49, Volunteer	3/2007- 1/2008
Housing Rights Center, Temp., Housing Counselor	3/2010- 5/2010
NCADD-South Bay, Prevention Outreach Specialist	2008- Present

Trainings and Certifications:

Language Proficiency Certificate (Spanish) – County of Los Angeles, Probation Department	2007
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BRRIIM Training (Brief Risk Reduction Interview and Intervention Model)	2009
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Activities:

Member- Association of Latino Professionals in Finance and Accounting

Current Business Address and Telephone:

NCADD- South Bay- 1334 Post Ave. Torrance, CA 90501- (310) 328-1527

Freddie Gomez CAS II-RAS
539 E. 219th Street
Carson, CA 90745
310.505.3779

Current position: Prevention Outreach Specialist, 2010-Present
National Council on Alcohol and Drug Dependence (NCADD)-South Bay

Works as a public relations specialist in providing alcohol and other drug prevention services. Assists director in planning service delivery and community outreach for underage drinking and substance abuse prevention. Facilitates group sessions and BRIMM assessments for at risk youth.

Academic Background:

California Technical University High School-1717 West Century Blvd. Los Angeles, CA 90047
Graduated 2005 awarded diploma
Victory Education Institute-250 West Arrow Highway San Dimas, CA 91773
Attended 2005-2007, awarded A.A. Degree- Religious Studies
CAARR Institute- 809 E 5th Street Los Angeles, CA 90013
Attended 2002-2003, CAS Certified Addiction Specialist 1

Experience Background: Fourteen years substance abuse and gang intervention counseling experience. Extensive background includes adults and adjudicated youth in the areas of substance abuse, anger management, relapse prevention/co-occurring drug and alcohol dependency

Transcultural Health Department, Maintenance Counselor	1999-2003
Bienestar Human Services, Youth Health Educator/Counselor I	2003-2005
Bienestar Human Services, Adult Health Educator/Counselor II	2005-2009
VCC/Take 5 Enrichment, Senior Case Manager	2005-2010
NCADD-South Bay, Prevention Outreach Specialist	3/2010-Present

Training and Certifications:

Anger Management Group Facilitation from SCTES	2003
Treatment of Narcotic Addiction with Methadone, LAAM, and REVIA from California Board of Registering Nursing	2004
Registered Addiction Specialist (RAS) from Breining Institute	2005
Certified Addiction Specialist CAS II from CAARR	2008
Clinical Supervisor Credential from Breining Institute	2010
Brief Risk Reduction Interview and Intervention Model Trainig	2010

Activities:

City of Carson Community Advisory Board
Carson Sheriff Gang Division Team
PAC Member (Probation Department)

Current Business Address and Telephone:

NCADD-South Bay-1334 Post Ave. Torrance, CA 90501- (310) 328-1527



NATIONAL COUNCIL ON ALCOHOLISM & DRUG DEPENDENCE
OF THE SOUTH BAY

BOARD OF DIRECTORS 2010-2011

Officers

Betty Batenburg
President/CEO - Retired

May Ikeda Cambra
Elementary School Teacher- Retired

Kimberly Davidson
Attorney

Maggie Gordon, M.Ed., MBA
Businesswomen-Retired

Sue Herbers
City Clerk- City of Torrance

Pastor Milton Herring
Pastor- Living Word Christian Center

Peter Gorman
President, Harte-Hanks Shoppers

Richard Merrick, M.D.
Addiction Medicine Specialist- Retired
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Engineer/Businessman

Gloria Williams
Senior Superior Court Manager- Retired

Chair
Vice Chair
Secretary
Treasurer

Grace Murphy
Al Shepetuk
Gloria Williams
Betty Batenburg

PROPOSED BUDGET 2010-2011

NCADD South Bay Budget 2010-2011	NCADD	ABT	DVTP	AEPI	ASPOP	TOBI	FPP	Prop36	OP	LWKS	PSS	OP	GR	AODPS	FS	SR	PID	PFF	Coit	ABW	SBW	SB1365	Prop36	CWRES	PSS	RCAP	PIEP	SLC	PWRS	DDCP	BLOCKS	TOTALS
PERSONNEL	6,821	97,160	22,172	20,697	6,537	66,672	347,998	19,551	35,537	26,183	5,304	93,840	12,205	30,019	10,514	31,806	2,434	95,785	184,765	4,849	13,572	25,200	47,842	64,431	25,550	31,680	500	36,850	40,789	1,411	513	
501 Salaries	6,821	97,160	22,172	20,697	6,537	66,672	347,998	19,551	35,537	26,183	5,304	93,840	12,205	30,019	10,514	31,806	2,434	95,785	184,765	4,849	13,572	25,200	47,842	64,431	25,550	31,680	500	36,850	40,789	1,411	513	
502 Benefits	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
503 Pension	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
504 Health Insurance	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
505 Life Insurance	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
506 Dental Insurance	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
507 Vision Insurance	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
508 Professional Fees	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
509 Contractual Services	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
510 Office Supplies	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
511 Food & Household	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
512 Medical Suppl/Phy Fee	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
513 Food Stamps	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
514 Discretionary Funds	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
515 Telephone	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
516 Postage	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
517 Repairs	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
518 Building Maint.	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
519 Utilities	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
520 Interest Payment	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
521 Property Insurance	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
522 Equipment Rental	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
523 Equip Maintenance	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
524 Printing	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
525 Advertising	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
526 Local Travel	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
527 Gas & Maint.	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
528 Conf. Training	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
529 Literature	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
530 Special Events	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
531 Special Events	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
532 Lunches	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
533 Alumni	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
534 Org. Recreat.	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
535 Equip/Inf. Unit	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,639	313	887	
536 Improvements	1,907	18,717	3,000	2,913	4,263	18,997	55,459	6,421	12,808	9,551	1,503	2,871	1,630	4,018	1,236	6,062	335	20,373	33,490	871	4,752	6,397	14,817	15,916	7,065	10,196	80	8,808	14,			

National Council on Alcoholism and Drug Dependence of the South Bay

CONTRACT OVERVIEW FOR FY 2010-2011

COST CENTER	PROGRAM NAME	CONTRACT NUMBER	CONTRACT AMOUNT	RATE	MODE OF REIMBURSEMENT
10	NCADD/SB	N/A	N/A	N/A	Interest, Donations & Misc Income
21	AB-T	H-701429	\$159,783*	N/A	Self pay program
25	DVTP	N/A	\$36,250*	N/A	Self pay program
26	Adolescent	N/A	\$26,000*	Fee	Self pay program
27	Adult Self Pay Outpatient	N/A	\$16,260*	Fee for service	Self pay program
31	Tobacco	TCPP-PH001160	\$100,000	Various	Rate per Service \$8,334/month (1/12)
32	Family Preservation	DCFS-04-025-50	\$561,417	Various	Flat Rate per Family + Add'l Services Rates (incl. UFA and CP)
41	Prop36 O/P	SAPC-PH000754-B	\$29,578 (To be revised)	Ind.\$62.00 Grp\$29.17	Units of Service (+ Client Co-Pay fees)
42	C/W-O/P	SAPC-PH001251-B	\$55,587	Hr.\$42.52 In-\$52.67 Gp-\$32.50	Case Management (Individual(\$52.67)& Group (\$32.50) (228-1672)
43	PSSF	SAPC-PH001266-B	\$68,187 (BHS-SC \$25,000)	\$50.00	Staff Hours (1364 Total, 864 NCADD) 114 hours total, 72 hours NCADD/month
47	General Relief	SAPC-PH001217-A	\$9,886	In-\$52.67 Gp-\$32.50	Individual & Group
48	AODPS	SAPC-PH001321-A	\$131,853	Cost Reimb	Cost Reimbursement
51	Family Support.	Subcontract SBCC	\$15,360	N/A	Cost Reimbursement
52	School Readiness	Subcontract SBCC	\$36,100	N/A	Cost Reimbursement
53	Prevention Initiative	Subcontract SBCC	\$15,000	N/A	Cost Reimbursement
54	Partnership for Families	Subcontract SBCC	\$43,825	N/A	Cost Reimbursement
57	City of Torrance	Grant	\$3,000	N/A	Cost. Grant is to February, 2011 or earlier

COST CENTER	PROGRAM NAME	CONTRACT NUMBER	CONTRACT AMOUNT	RATE	MODE OF REIMBURSEMENT
61	AB-W	PH-701443	\$174,005*	N/A	Self pay program
62	SB-38	PH-701451	\$302,255*	N/A	Self pay program
63	SB-1365	PH-701457	\$8,626*	N/A	Self pay program
71	PROP-36- Res.	SAPC-PH000754-A	\$31,334 (to be revised)	\$70.05	Bed Days TBD (may expire March 2011)
72	C/W -Res	SAPC-PH001251-A	\$51,319	\$78.00	Bed Days (658) 1.83 beds/month
73	PSSF	SAPC-PH001266-A	\$152,739 (BHS SC \$64,518)	\$78.00	Bed Days (1959 total, 1131 NCADD) (5.44 total, 3.14 NCADD) beds/month
75	RCRP	SAPC-PH801669-A	\$141,845	\$72.00	Bed Days (1970) 5.4 beds/month
76	PTEP	SAPC-PH000407-A	\$51,113	\$79.00	Bed Days (647) 1.78 beds/month
81	Sober Living	Subcontract BHS	\$14,518	\$600/month or \$20/day	(May move between this and 83)
82	Psychology Works	CHW Grant	\$4,000	N/A	Grant
83	Dependency Drug Court	Subcontract BHS	\$75,000	\$94.00	Bed Days (834) 2.29 beds/month (may move with 81)
91	Building Blocks	SAPC-PH001284-A	\$100,000	N/A	Cost Reimbursement \$8,334 per month

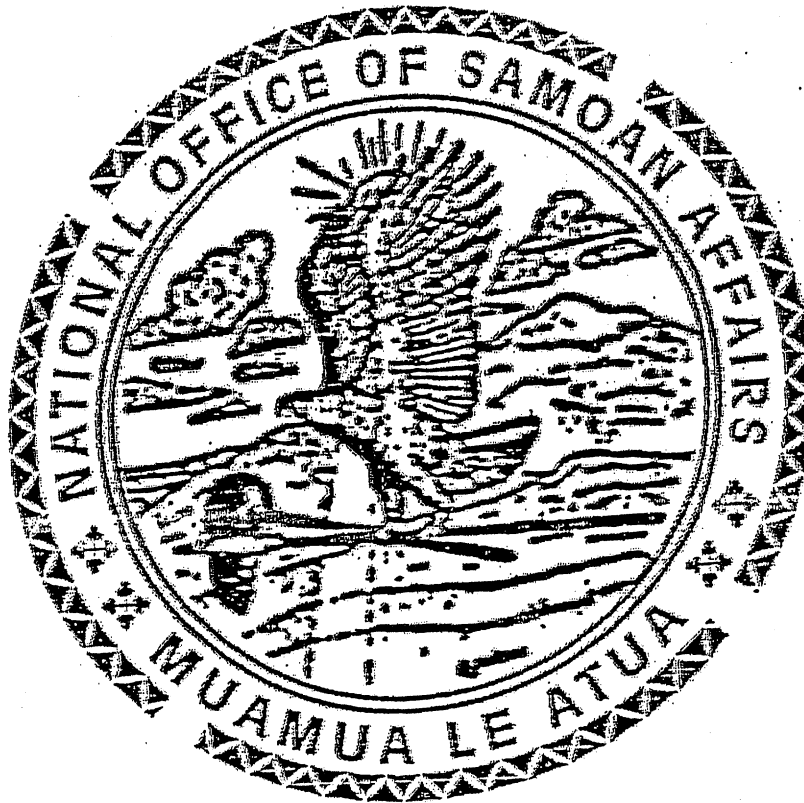
Updated: 7/30/10

***Estimated Program Revenue**

#14

CITY OF CARSON
COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM YEAR 2011

OSA CARSON CDBG PROGRAM



OFFICE OF SAMOAN AFFAIRS

Submitted to:
Office of the City Clerk
Carson City Hall
701 E. Carson Street
Carson, CA 90745
Attn: Keith Bennett, CDBG Coordinator



Office of Samoan Affairs, Inc.

Pat H. Luce
Executive Director

December 14, 2010

June V. Pouesi
Director

Office of the City Clerk
Carson City Hall
701 East Carson Street
Carson, CA 90745

Reference: City of Carson 2010-2011 Grant Application, Public Services Program.

Dear Sir/Madam:

Enclosed please find one (1) original and seven (7) copies of the proposal being submitted by the Office of Samoan Affairs for the City of Carson's Public Service Program under CDBG.

The contact person with authority to address the content of this proposal is June Pouesi, the Director of the Office of Samoan Affairs

The contract will be performed solely by the Office of Samoan Affairs, with the office bearing sole and complete responsibility for all services rendered. This proposal shall remain in effect for one year from the date of proposal submission.

Any questions, please feel free to contact June Pouesi at 310-538-0555. Thank you.

Sincerely,

Pat H. Luce, Executive Director

Encl: 1 original proposal and 7 copies



CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: OFFICE OF SAMOAN AFFAIRS
2. Project/Activity Name: Youth and Family Social Services and Work-related Support Services
(If different from above)
3. Organization Address: 20715 S. Avalon Blvd. #200, Carson, CA 90746
4. Organization's DUNS Number: 17-170-8332 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
Youth Services, Family Social Services and Work-related Support Services
6. Location where program services are to be provided (if different from #3 above):
At same location as noted above, but in Room 220.
7. Contact Person: June Pouesi Title: Director
Daytime Telephone: 310-538-0555 FAX: 310-538-1960 E-Mail: jpouesi@samoanaffairs.org
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: June Pouesi Title: Director
Name: Pat H. Luce Title: Executive Director
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 30,000.00
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
150
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
1000⁺ (counting all visits or contacts)

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

50

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

150 minimal

14. Have you previously received City of Carson funding?

Yes No

CDBG

X

Non-CDBG funding

(please indicate type/source) Carson Fine Arts Grant

X

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$ 9,955	\$ 9,680	\$ 10,000
Other Carson Fine Arts Grant	\$ 7,500	\$ 7,500	\$ 0

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☒ [X] Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ [X] Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ [X] Description of how your program will track and verify the income status of program beneficiaries.
- ☒ [X] An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ [X] Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☒ [X] If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☒ [X] Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☒ [X] List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ [X] Organization by-laws or charter.
- ☒ [X] Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☒ [X] State non-profit status determination letter [State Code 23701 (d)].

CARSON CDBG – 2011 NARRATIVE

Description of how the need was determined and how the program will meet the need:

The Office of Samoan Affairs, better known as OSA, has been serving the low-income children, youth and families in the City of Carson for 27 years. OSA was incorporated to provide social services, education, training and job related services and placement, and advocacy to the disenfranchised, low income and at-risk members of the Samoan/Pacific Islander (Tongan, Chamorro and Hawaiians) community. **Although, OSA was originally founded to provide social services and advocacy for the Samoan/Pacific Islander community, we have since expanded our services to include all groups within our growing and diverse city, who are poverty, low and moderate income. Over half of our clients are non-Samoan/Pacific Islanders.** Our staff includes those who can speak Spanish, Tagalog, Armenian, Farsi, Samoan and Tongan.

Based on OSA's extensive work with the economically disadvantaged and at-risk in Carson and throughout LA County, we provide culturally and linguistically appropriate counseling services, anger management, community service program, conflict resolution, career development skills, help to children/youth to improve grades and develop positive relationships, self-esteem enhancement, tutoring and educational support services. Parenting education, housing assistance, job search and job related services. In general, we advocate for persons of special needs (mental health, disabled, language-challenged), in ensuring they are linked with the appropriate provider and provided language assistance. Furthermore, we provide, since 1999, integrated case management to the frail and elderly, doing home visits to ensure that they received appropriate services. We also hold grandparent caregivers support group meetings each Friday evening to allow for relative caregivers to meet and support one another. We also actively connected the elderly with caregivers.

In general, the services we provide have helped individuals and families in preventing their becoming homeless. We have also been able to provide to both the youth and adults, domestic violence education both as batterers and victims. ***For the Carson CDBG, these services are specifically for CDBG-eligible residents of Carson.***

The need for the aforementioned services was determined by survey of Carson residents OSA outreached via Carson churches, Carson's Farmers market, Carson school teachers and community meetings at OSA. Furthermore, with the unemployment rate at almost 10% and rising, the increasing cost for food, gas and medical/health related cost and the foreclosure of homes in Carson, the wellbeing of a growing number of our residents have been effected. The pressures and stress from the impact of the downturned economy are manifested in families being negatively impacted. Hence the need for the specific services noted above to improve the quality of life for the economically disadvantaged, at-risk Carson residents.

OSA will provide a multitude of services. They include culturally and linguistically appropriate counseling to help families deal emotionally and mentally with the stress of life, job-related support to know how to fill out applications, how to interview and write resumes; stress-related, life skills groups sessions (anger management, parenting and domestic violence), job search assistance, advocacy services, support group for grandparents, home visitations for the frail and elderly and persons of special needs, tutoring, monitoring and mentoring for children/youth through culturally and linguistically sensitive service providers.

Description of the target population and the setting in which it is anticipated that the service will be provided:

The target population for the OSA CDBG program is the minimal 150 at-risk children, youth, frail and elderly and their family members who reside in Carson. **These individuals will be 100% CDBG eligible.** OSA's past Carson CDBG program served 100% CDBG eligible individuals who were 100% poverty/low income level.

OSA uses its standardized Intake procedures to ensure proper identification and qualifications for services, through OSA's Intake Process. This process includes: Intake, Action Planning/Service Plan, Counseling, and Case Management. Participants will also be required to provide picture identification, proof of residence in the City of Carson and proof of income (pay stub, TANF letter and/or Advantage Debit Carson, Medi-cal card, food stamp, WIC, SSI award letter(s), SSA check or letter of self declaration of homelessness).

OSA is located at 20715 S. Avalon Blvd. #200 Carson, CA 90746. Services are provided in rooms 210 and 220. The advantage of OSA's office is that it is centrally located within the City of Carson, on Avalon Blvd, across from the South Bay Pavilion. A bus stop is right in front of the building where Carson residents can easily access service via the Carson shuttle. The historical significance regarding where OSA is located, is that it is one of the first multi-leveled commercial buildings constructed in the City of Carson when it was incorporated. We have a very large room for group sessions along with two smaller conference rooms that are used for private counseling and tutoring. The participants also have access to computers to do job search with case worker. The office provides a comfortable, peaceful and safe environment for our participants.

Description of how your program will track and verify the income status of program beneficiaries:

All OSA participants are required to complete the OSA Intake forms and provide the required legal documents needed to verify identification (CA Dr.Lic, Picture ID, Student School ID or US Passport), residence (utility bill preferred or posted mail with client(s) name on it) and source(s) of income (pay stub, TANF/Cal-works Award Letter/debit card, Medi-Cal card, Food Stamps Award Letter/debit card, WIC, SSI Award Letter, SSA check/letter or self-declaration of homelessness).

Participants are also directed to self disclose any and all changes to income status for the duration of the program. Project Manager/Coordinator/Case Manager may verify all information with the necessary organizations/agencies to ensure the accuracy of information provided if needed. Youth under 18 will be required to have their Intake form also signed by parent(s) complete with parent identification made available, parents' social sec. number (last four numbers will be noted, with the card having been viewed by OSA staff) and parents' proof of income. The minimum age for youth participants is 5 years of age. Case management files will be kept for all participants and re-evaluated every 4 months for updated information if the client or his/her children are still receiving services from OSA's Carson CDBG program.

Description of program goals and objectives, as well as your method for evaluating the performance and success of your program:

The OSA Carson CDBG program's goal is to provide social and educational services, advocacy, housing assistance, Stress-reduction related/life skills training (i.e. Anger Management, Parenting, Domestic Violence training), culturally and linguistically appropriate counseling and work-related support services to economically disadvantaged Carson residents in order to improve their quality of living. OSA's overall goal meets Carson's Five-Year Consolidated Plan Major Priority needs as well as addresses the purpose of CDBG generally which is (1) to provide decent housing/suitable living environment, (2) eliminate slums/blight and (3) expand economic opportunities. OSA has long time experience in providing these services. In light of the OSA Carson CDBG program goal, the following are its objectives:

- Divert youth from gangs, drugs and the juvenile system.
- Assist youth to improve academic improvement.
- Advocate for persons with special needs to public and private agencies for specific services they need (i.e. mental health, GAIN/GR, physically challenged).
- Assist the frail and elderly through integrated case management in order to ensure that they receive appropriate services.
- Build self-esteem and self-discipline.
- Improve communication and interpersonal life skills
- Housing assistance to prevent and/or address homelessness.
- Career and educational planning.
- General Life skills, i.e. budgeting, parenting, anger management, domestic violence programs.
- Assist in job search
- Home visit to the homebound.

The purpose of the OSA Carson CDBG program is to ensure that Carson individuals including children/youth, the frail and elderly and their family members are equipped with the skills and confidence to succeed in life. The empowerment of program participants is a very effective tool for positive change and ensuring that participants are actively engaged in their self-improvement and care.

OSA Manager/Coordinator/Case Manager will work with participants to provide the necessary attention, assistance, services and resources needed for their success to improving their quality of life.

OSA will monitor program services to ensure quality delivery through evaluation mechanisms in place at OSA. The tools for measuring the quality and effectiveness of program delivery are participant surveys, participant feedback during session and/or activity, OSA case management system that uses process evaluation strategies, OSA's Quality Assurance Advisory Committee and pre/post tests where appropriate.

The evaluation tools will indicate whether goals and objectives of the OSA Carson CDBG program were satisfied through measurable impact and outcome evaluations. The measurable outcomes will include total number of participants served, changes in attitude, belief and practices as a result of the program, change in academic performance, diversion from the legal system, reduced truancy and absenteeism rates, increased motivation and self esteem, improved communications, and enhanced job skills and searches. Pre and post test evaluations will be critical in measuring these outcomes to determine changes in attitude and self-perception, as well as job applications completed and interviews secured. Participants will fill out a Satisfaction Survey to see where OSA is doing well and where it needs to improve per how satisfied the participants feel about their services. These measurable outcomes will indicate the effectiveness of the OSA Carson CDBG program to its participants in improving their lot in life.

If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents:

Not applicable, because Office of Samoan Affairs is located in Carson and has been in Carson since 1983.

Brief resume noting the expertise and background of the organization (including how long the program has been in existence) and of the senior staff responsible for the program

The Office of Samoan Affairs (OSA) targets members of the Samoan/Pacific Islanders and others who are economically disadvantaged. These community members experience language and cultural barriers, making them hard to serve. Since 1986, OSA has provided culturally and linguistically appropriate social services to the targeted CDBG eligible clients of Carson. Although originally founded to assist the Samoan/Pacific Islander community, OSA expanded its services to include all groups with about 60% of OSA clients being non-Samoans.

As background experience (34 years), OSA programs targeted the at-risk, underserved, hard to serve and homeless populations due to economics, language and social barriers. OSA was instrumental in developing an educational curriculum used for Samoan speaking youth in education, leadership building and advocacy in 1990. OSA also, at one time, housed a State funded WIA program that offered non traditional students the opportunity to complete their GED. Youth participants received academic support, job training and career planning skills and advocacy and mentoring skills to become

successful adults. Carson residents used OSA' CAFÉ computer lab for job search related activities. OSA does home visitation to the homebound, to provide services.

OSA has also been a leader in youth-health issues including involving youth with a youth tobacco prevention program in the City of Carson to institute a Tobacco Retailers Permit to ensure that tobacco retailers are not selling tobacco illegally to youth. I'm pleased to report that this effort was successful. The Tobacco Retailers Permit fee was passed and instituted in the City of Carson at a rate of \$600; the highest in the State of California and one of the highest in the Nation.

The senior staff member responsible for the OSA Carson CDBG program and also responsible for staff development is OSA's Director, June Pouesi. The director grew up in the Samoan community in our very own City of Carson. She has worked directly with individuals and families, providing counseling, advocacy and case management services. She is well respected in the community and works closely with the faith-based communities in Carson. She is bilingual Samoan/English.

The OSA staff member responsible for this program is Sharon Novalez. Before coming on board as a volunteer at OSA in May 2005, Ms. Novalez had worked in pre-schools and schools as a Teacher's Aide. Prior to that she had been on public assistance.

She has worked on OSA's Carson CDBG program for almost four (4) years. She is bilingual/bicultural in Spanish/English. She has been instrumental in positioning our agency in a place where we can assist Carson Spanish speaking clients. She brings with her years of experience in dealing with children in an educational settings as well as a deep desire to help our at-risk, underserved and low-income clients. She stated that having gone through hard times in past, she fully understands and can relate to her clients' situations.

Our volunteers include three seniors who provide clerical and outreach support to the program. Besides English and Samoan, we also have staff members who speak Tagalog, Armenian, Tongan and Farsi.

List of the Organization's Officers (Board of Directors) and of local program and supervisory employees, along with a summary of the background of these individuals. Please see attachment.

Organization by-laws and charter. Please see attachment.

Federal Non-profit status determination letter [IRS Code 501©3]. Please see attachment.

State non-profit determination letter [State Code 23701 (3)]

One (1) page line time budget detailing the use of CDBG funds requested for the 2011 program year. Please see attachment.

A full line-item budget of the organization for the 2010 (current) PY (including a listing of any other funding sources your group receives). Please see attachment.

Financial statement for the previous two (2) years, including at least one year – the most recent year available – of audited financial statement. Please see attachment.



Board of Directors
FY 2009-2010

1. **Alofaituli, Ruta** 126 West Clarion Drive Carson, CA 90745
 Board Member PH 310 350-6685 Sales@qualityimageinc.com
 or salofaituli@qualityimageinc.com

One of the few Samoan woman business owners in America. The name of her company is called Quality Image Inc. She is very active in her community Samoan church and general community in Carson, CA.
2. **Aoelua, Tuimavave** 2800 Plaza Del Amo unit 345 Torrance, CA 90503
 High Chief, Chairman PH 310 916-9539

Retired Veteran who is the family leader of his "clan," who has been involved with the Office of Samoan Affairs since its inception. Because of his high title, he is well-respected in the Samoan community. He actively participates in community affairs and provides leadership and support in issues that impact the community.
3. **Fa'apouli, Tevise** 4442 Arbor Cove Circle Oceanside, CA 92058
 Board Member tjrfaapouli@hotmail.com
 PH 760 754 - 4424

He is actively involved in his Samoan community by providing liaison between the community and the general public, including the government (public) and private sectors in issues effecting the youth, gang-related and disputes or tension due to cultural and language barriers.
4. **Letoa, James** 6935 Bridle Trail Way Sacramento, Ca 95828
 Board Member PH 916 383-6711 jletoa@yahoo.com

He is very active in his Samoan community. He connects with federal departments, attending their conferences in representing the Samoan people residing in the United States. He has facilitated many community functions as well as provide mentorship to youth.
5. **Levi, Alfred** 154 Edinburgh Vacaville, CA 95687
 Board Member PH 707 628-5479

A veteran who is presently retired and working on issues impacting Samoans and other Pacific Islanders in California.
6. **Luce, Pat H.** 20715 S. Avalon Blvd. Suite 200 Carson, CA 90746
 President, PH 310 538-0555
 Executive Director

One of the original founders of the Office of Samoan Affairs. For over 30 years, she has provided leadership for the overall Native Hawaiian and other Pacific Islanders

throughout the United States, advocating on their behalf to public and private entities to ensure a quality of living for them.

7. **Shaffer, Rob** 1916 Calle Buena Ventura Oceanside, CA 92056
 Board Member Office 760 967-6571 HM 760 757-1411
 A previous US Peace Corp member who served several years in Samoa and later married a Samoan. He is an established author and historian regarding the Samoan people, history and current events/issues. He presently works for a Native American Indian Tribe.

8. **Sotoa, Al Tama** 1694 Crossroads St., Chula Vista Ca. 91915
 Board Member Cell 619 921-5547 HM 619 421-3124
 Wk 858 654-8284 asotoa@semprautilities.com
 laisotoa@pacbell.net
 Long time employee of a utility company. He is a well known Pacific Islander community leader, having taken leadership role of a well attended Pacific Islander festival in California. He also holds leadership position in his Samoan church and actively participates in his community affairs.

9. **Tuufuli, Galea'I** P.O. Box 4581 Pago Pago, American Samoa 96799
 Senator, PH 684 254-6944 HM 323 921-9267
 Paramount Chief 21518 Moneta Ave. Carson Ca. 90745
 He resides part time in Carson, CA and American Samoa. He is a Senator in the US Territory of American Samoa, representing the Manua Islands. He was one of the founding members of the Office of Samoan Affairs, being its first president. He continues to support his Carson Samoan community when in Carson.

OFFICE OF SAMOAN AFFAIRS
CITY OF CARSON CDBG PROGRAM BUDGET
JULY 1, 2011-JUNE 30, 2012

<u>PERSONNEL:</u>	<u>Rate/hr.</u>	<u>Monthly Salary</u>	<u>Months</u>	<u>% of time</u>	<u>Total Salaries</u>	<u>In-Kind</u>
Program Director	\$ 34.62	\$ 6,000.00	12	5%	\$ -	\$ 3,600.00
Program Manager	\$ 11.00	\$ 2,080.00	12	85%	\$ 19,448.00	\$ -
Accountant	\$ 24.50	\$ 4,246.67	12	5%	\$ 2,548.00	
Volunteer 1	\$ 9.00	\$ 1,560.00	12	20%		\$ 3,744.00
Volunteer 11	\$ 9.00	\$ 1,560.00	12	20%		\$ 3,744.00
Total Personnel					\$ 21,996	\$ 11,088.00
<u>EMPLOYEES BENEFITS:</u>						
FICA						
	\$21,996 X 7.65%	\$ 1,682.69				
SUI						
	\$7,000 X 6.20%x 85%= \$434	\$ 368.90				
	\$7,000 X 6.20%= \$434 X5%)	\$ 21.70				
Workers Compensation						
	\$21,996 x 1.25%	\$ 274.95				
Health Insurance						
	\$597X12 MOS x 5%	\$ 358.20				
	Total Emp. Benefits	\$ 2,706.44				\$ 2,706
<u>OTHERS:</u>						
	Supplies	\$41.50x 12 mos.			\$ 498.00	
	General Liability Insurance	\$ 50 x 12 mos.			\$ 600.00	
	Telephone, FAX,Internet	\$50 x12 mos			\$ 600.00	
	Space Rent	\$ 300 x 12 mos			\$ 3,600.00	
	Total Others					\$ 5,298
TOTAL BUDGET					\$ 30,000	

**REQUIRED LINE BUDGET NARRATIVE
OSA CARSON CDBG**

Personnel:

Program Manager:

The Program Manager will provide direct services and oversee the CDBG Project. She will be responsible for the day-to-day operation and will report to the Project Director regarding program function and activities. She is bilingual bicultural in Spanish/English. She will monitor, supervise and implement all project participants and activities in order to accomplish project goals and objectives. Her passion to help the underserved will be a great asset on this project.

85% FTE Budget estimate for Program Manager will be \$19,448.00 for the project year.
(85% FTE x \$11/hr x 2,080 hrs=\$19,448.00)

Program Accountant:

The Program Accountant will be responsible for all financial record keeping to ensure that the state and federal regulations provided by Circular 110, 122 and 133 guidelines are adhered to as well as Carson reporting guidelines. She will manage all fiscal issues related to the project. She will apply the principles of accounting within an assigned area of accounting or group of funds. Compiles financial information, process journal entries into various accounts, reconcile reports and financial data. Some familiarity with and an awareness of the laws and regulations that apply to an accounting function are required to ensure compliance.

5% FTE, budget estimate for Program Accountant will be \$2,548.00 for the project year
(5% FTE x \$24.50/hr x 2,080 hrs=\$2,548.00)

Program Director: (IN-KIND)

The Program director is the Director of the agency, who will be responsible for staffing and monitoring this contract. She will act in liaison with the City of Carson And will be responsible for the overall management and coordination of this contract. OSA Director has over 20 years in working with the South Bay community. She has a MA degree and is state certified domestic violence counseling, parenting, anger management, and other general counseling services.

5% FTE In-kind contribution for the CDBG contract will be \$3,600.00 for the project year. (5% FTE x \$34.62/hr x 2,080 hrs= \$3,600.00)

Volunteer Worker 1: (In-kind)

The Volunteer Worker 1 will assist the Program manager to ensure that all services are delivered and that all paper works, forms, reports and follow-ups are in place for reviews. The Volunteer Worker 1 will also assist in recruiting and transporting clients. The main responsibility of the Assistant is to provide additional support to the Program Manager and ensuring that the services and delivery are in compliance with all contract requirements.

20% FTE budget estimate for the Volunteer Worker 1 will be \$3,744 for the project year.
(20% FTE x \$9/hr x 2,080 hrs/yr = \$3,744)

Volunteer Worker 11: (In-kind)

The Volunteer Worker 11 will assist the Program manager to ensure that all services are delivered and that all paper works, forms, reports and follow-ups are in place for reviews. The Volunteer Worker 11 will also assist in recruiting and transporting clients. The main responsibility of the Assistant is to provide additional support to the Program Manager and ensuring that the services and delivery are in compliance with all contract requirements.

20% FTE budget estimate for the Volunteer Worker 1 will be \$3,744 for the project year.
(20% FTE x \$9/hr x 2,080 hrs/yr = \$3,744)

Employee Benefits:

Payroll taxes

FICA Employer's contributions to FICA taxes will be charged at the current rate of 7.65% of gross salaries. The budget estimate for FICA will be \$ 1,682.69 for the project year (\$21,996 x 7.65% = \$ 1,682.69)

State Unemployment Insurance (SUI)

SUI will be charged at the current rate of 6.20%, the total budget estimate for SUI annualized costs is \$ 390.60.

Workers Compensation Insurance:

Workers compensation insurance premium will be charged at the rate of 2.5% of employees gross salaries earned. The budget estimate for Workers Com is \$296 for the project year (\$21,996 x 1.25% = \$274.95)

Health Insurance

Health Insurance premiums will be charged at the rate of 5% of the Accountant's Kaiser's health insurance premium. The budget estimate for Health Insurance is \$358.20. (\$597/mo. X 12 mos. x 5%).

Supplies:

Supply cost include general office supplies such as pens, paper, folders, clip boards, toner , cartridges and other office supplies that further support the implementation of the program. Total supply cost is estimated at \$ 498.00 ($\$41.50 \times 12$ mos.)

General Liability Insurance:

General Liability Insurance was calculated at \$50 per mo. $\times 12$ mos. = \$600.00

Communication:

Communication costs include telephone and internet access needed to communicate with the city, clients and vendors in order to implement the program. Communication cost is estimated at \$ 600.00 ($\$50 \times 12$ mos.)

Space/Rent:

Space costs include the leasing of the office space required to implement the OSA Youth and Family Programs. Total lease space cost is estimated at \$3,600.00 ($\300×12 mos.)

FFICE OF SAMOAN AFFAIRS
REVENUES FOR FY 11-12

FUNDING SOURCE	PROGRAM	Amount
county of Los Angeles, Area on Aging apartment of Public Social Services county of Los Angeles, Dept. of Children & Family Services county of Los Angeles Probation Dept. ambodian Asso. Of America Family Preservation CF Dept. of Health & Human Services	Integrated Care Management Community Service Block Grant Child Abuse Program County Delinquency Prevention Program Marriage Enrichment Project Native American Pacific Islander Family Preservation Project	\$ 65,411.00 59,201.00 81,752.00 7,468.00 30,000.00 298,219.00
Total Funding		\$ 542,051.00

LOS ANGELES CALL CENTER
P.O. BOX 38901
LOS ANGELES CA 90038-0901

Main Date: 10/29/2010
SSN: 253-95-3753

EDD Telephone Numbers:
English 1-800-300-5616
Spanish 1-800-326-8937
Cantonese 1-800-547-3506
Mandarin 1-866-303-0706
Vietnamese 1-800-547-2058
TTY 1-800-815-9387

17546 BUTTOWOOD LN
CARSON CA 90746-7476

NOTICE OF UNEMPLOYMENT INSURANCE AWARD

1. Claim Beginning Date: 10/24/2010 2. Claim Ending Date: 10/22/2011
3. Maximum Benefit Amount: \$11700 4. Weekly Benefit Amount: \$450
5. Total Wages: 72,642.06 6. Highest Quarter Earnings: 23,602.94
7. This item does not apply to your claim.
8. You must look for full time work each week. Please see your handbook, A Guide to Benefits and Employment Services, DE1275A, for more information about looking for work.
9. This item does not apply to your claim.

10. Employee Name	11. Employee Wages for the Quarter Ending:	12. Employer Name
	SEP. 2009 DEC. 2009 MAR. 2010 JUN. 2010	COUNTY OF
F OKPAN	11,465.94 14,257.19 23,315.93 23,602.94	
13. Totals:	11,465.94 14,257.19 23,315.93 23,602.94	

Important Information On The Reverse Of This Form



CITY OF CARSON

#15
ORIGINAL

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: Peace & Joy Care Center
2. Project/Activity Name: Carson Peace & Joy (Shelter Confidential)
(If different from above)
3. Organization Address: 1673 E. Del-Amo Blvd., Carson, CA 90746
4. Organization's DUNS Number: 837100361 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
Peace & Joy Project will provide shelter and supportive service to victims of domestic violence and their children.
6. Location where program services are to be provided (if different from #3 above):
#3
7. Contact Person: Wilma Wilson Title: Executive/Program
310 (863-6229
Daytime Telephone: 310 898-3117 FAX: 310 898-3118 E-Mail: wwilsonpjcc@gmail.com
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: Wilma M. Wilson Title: Executive Director
Name: Sofia Burns Title: Chief Financial Officer
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 35,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
12
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
25

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

25

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

20-25

14. Have you previously received City of Carson funding?

Yes No

CDBG

Non-CDBG funding

(please indicate type/source)

x

x

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$ 12,000	\$ 10,000	\$ 13,000
Other	\$ N/A	\$ N/A	\$ N/A

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☒ Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ Description of how your program will track and verify the income status of program beneficiaries.
- ☒ An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☒ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☒ Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☒ List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ Organization by-laws or charter.
- ☒ Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☒ State non-profit status determination letter [State Code 23701 (d)].

- ☒ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☒ Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☒ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

Description of how the need was determined:

According to Shelter Partnership, Inc.'s research report, "A Report On Domestic Violence services for post crisis battered women and their children. Peace & Joy Care Center, through its program6, will be assisting in the fulfillment of this service gap.

In the Los Angeles area it is estimated that there are in excess of 293,567 victims and their children are at risk or currently in a battering situation. Battering leads to great problems for victims and their children, such as living alone or on the street with no food, shelter, money and often time, no hope. As was stated in the Los Angeles Times, "Battering is a significant cause of the rise in female and family homelessness." Again, in a hearing before the U.S. Judiciary Committee (Senate Herring 101-939) found in "When Women Seek Help," The National Clearing House For the Defense of Battered Women, "e they are More than one-half of homeless women are on the street because they are fleeing abuse." Another study by the National Resource Center on Domestic Violence found that, "In Los Angeles County, approximately 30% of homeless persons are fleeing from some type of violence." Here in Carson, the problem is no less, abuse haunts our streets and neighborhoods. According to the Family and Children's Index, in 2010 the total number of arrests countywide, was 21,845, an increase of 40% over the past ten years. The most recent information provided by the Family and Children's Index shows that nearly 18.2% of the 19,327 arrest made for domestic violence where made out of the Carson Sheriff's Department. Los Angeles County District Attorney's Office stated that, " Over half of all the report that come into the Carson Station deal with domestic violence." As one of only 22 agencies in Los Angeles County certified to provide domestic violence shelter and supportive services, and the most experienced shelter in the City of Carson that exclusively provide domestic violence shelter and supportive services, Peace & Joy Care Center is assisting in the fulfillment of service gaps throughout the County of Los Angeles and the city of Carson.

In its own Consolidated Plan (2008-2011), the City of Carson recognized the issues of domestic violence as issues in need of assistance. Transitional shelters were considered a medium priority because of the seriousness of the needs of these individuals. In addition, the consolidated Plan shows youth services, substance abuse services, employment training, and health services as medium priorities. The consolidated plan continued to show that 25,789 households are threatened with priorities. The consolidated plan continued to show that 26,789 households are threatened with battering issues. Throughout the past year, Peace & Joy Care Center has housed more than 393 clients. Of these, approximately 25%-30% have been residents of the City of Carson. Peace & Joy Care Center realizes that no one is immune to domestic violence, therefore we continue to offer our services in the City of Carson as well as to the greater Los Angeles area. Other needs addressed by the Peace & joy Care Center, recognized as necessary by community members in the City of Carson and mentioned in the City of Carson Consolidated Plan are: more drop-in service centers, battered women's shelters, job training and emergency transportation to those in need.

How the program will meet the need:

As employment and welfare continue to decrease and layoffs, child abuse, substance abuse, battering and other dysfunctional circumstances increase domestic violence and the lack of exclusive domestic violence shelters and supportive services becomes greater in our community. Peace & Joy Care Center will be here to enable them to once again become a contributor to the community through a comprehensive thirteen (13) component domestic violence shelter and supportive service program certified by the State of California.

Description of the target population:

Peace & Joy Care Center will target post crisis victims and their children affected by domestic violence. Approximately 25%-35% of these clients will be residents of the City of Carson and Los Angeles County.

Setting in which anticipated service will be provided:

It is anticipated that Peace & Joy Care Center will serve 25%-30% of Carson residents providing transitional shelter and supportive services in a confidential residential home setting in the City of Carson.

Description of how program will track and verify the income status of program beneficiaries:

Peace & Joy Care Center will track and verify the income status of program beneficiaries through its multi-tracking system. When client is accepted into our program, the income is verified through client's notice of action if they are on welfare and by check stub if they are working. Clients will sign a self-verifying homeless statement verified through the LAHSA that will track and verify the income status of program beneficiaries.

Example of the documentation our program will obtain from program beneficiaries: See exhibit 1

Description of program goals and objectives:

Goals and Objectives:

Goal: To implement a cultural competent supportive and shelter service for victims of domestic violence and their children.

Objective:

- 1 By June of 2011, enhance the quality, effectiveness and cultural competency of the 24-hour crisis intervention hotline and provide supportive services to at least 80% of hotline callers.
- 2 By June of 2011, increase the quality, effectiveness and cultural competency of counseling services and provide 70% of shelter clients and between 10-25 non-shelter clients.
- 3 By June of 2011, increase the number of domestic violence beds available by 5-10 through the enhancement of emergency and transitional shelter sites.

Goal: To maintain a collaborative working relationship with the law enforcement in order to provide most needed supportive and shelter services for victims of domestic violence.

Objective:

- 1 By June of 2011, increase the number of emergency response to calls from local law enforcement agency by at least 50% to between 10-30 clients.

Goal: To provide and enhance services to hospitals for victims of domestic violence.

Objective:

- 1 By June of 2011, increase the increase the quality, effectiveness and cultural competency of hospital and treatment serving domestic violence victims and to provide 24 hour emergency response to between 10-20 domestic violence victims in local hospitals and/or emergency treatment facilities.
- 2 By June of 2010, increase emergency transportation services to between 10-25 domestic violence victims.

Goal: To implement effective counseling services for victims of domestic violence and their children.

Objective:

- 1 By June of 2011, increase the quality, effectiveness and cultural competency of counseling services to the children of domestic violence victims residing in either emergency or transitional shelter sites.

- 2 By June of 2011, increase the quality, effectiveness and cultural competency of court and social service advocacy and to provide bilingual court and social service advocacy to between 10-30 domestic violence victims and their children.
- 3 By June of 2011 increase legal assistance including the preparation of temporary restraining orders and custody disputes and court accompaniment to between 20-75 victims of domestic violence.
- 4 By June of 2011, to have provided between 5-10 victims of domestic violence with parenting classes and/or parental counseling.
- 5 As of June of 2011, to maintain the quality, effectiveness and cultural competency of business/outreach center to service between 10-35 domestic violence victims

Goal: To provide the hierarchy needs of all clients and their children who are domestic violence.

Objective:

- 1 As of June of 2011, to maintain the quality, effectiveness and cultural competency of emergency food and clothing services for between 10-25 victims of domestic violence.
- 2 As of June of 2011, to maintain the quality, effectiveness and cultural competency of participation in local networks and collaborations and increase the response to the needs of domestic violence victims by at least 25%
- 3 As of June of 2011, to maintain the quality, effectiveness and cultural competency of the household establishment assistance program and to provide household establishment assistance to domestic violence victims who successfully complete our shelter program.

Method for evaluating the performance and success of your program:

In an effort to provide the highest quality of services and to increase the effectiveness of its program. Peace & Joy Care Center will establish its success and outcomes through a multitude of clients tracking and evaluation systems. Clients who receive emergency housing will be given an intake and exit interview. These interviews will assist our agency staff in evaluating the needs of the clients and how well their needs are have been met. Data from these interviews, along with other case management and counseling data will be kept in each client's file. Additionally a copy of any and all referrals that have been made, a log of counseling sessions attended, shelter meetings attended and progress notes and surveys will be kept in each client's file. The file will accurately chart the clients progress through the Carson Transitional Program.

Our agency will also compile year to date statistical data in addition to monthly and quarterly reports. The data will reflect the outcomes projections and a month to month comparison of clients served.

Our agency operates within the City of Carson, therefore this question is not applicable.

Expertise and Background of the organization:

The peace & Joy Care Center Domestic Violence Shelter originated in 1989 as a small group of individuals who were concerned with the way society was headed. These individuals saw that many community members were going without shelter and/or food, therefore, they decided to distribute food to needy individuals in South Central Los Angeles parks. As time progressed so did the need or services, therefore in January of 1994, Peace & Joy Care Center was established as an no-profit 501©() organization and opened its doors as a shelter for homeless and battered women and their children.

In January of 1995, Peace & Joy Care Center changed its mission statement exclusively serve victims and their children who are victim of domestic violence with or without multiple diagnoses such as substance abuse and/or mild mental health issues controlled by medications.

Today, Peace & Joy Care Center is thriving, offering a cadre of services such as a 24 hour crisis intervention, crisis shelter (30-45) day stay and (3) scattered site transitional shelters (18 month stay with six (6) month follow-up in the South Bay and South Central Los Angeles geographical areas. Additionally, Peace & Joy Care Center offers supportive services including, but not limited to counseling for individuals, children, groups, substance abusers, twenty-four hour law enforcement notification; weekly parenting classes; weekly neonatal/prenatal domestic violence prevention classes; temporary restraining orders, court advocacy, social service, child development services for children ages 0-8th grade.

In January of 1996, Peace & Joy Care Center opened an early childhood development center (child development services for children ages 0-5years. This center implements a domestic violence prevention program for parents. Since its inception, the Peace & Joy Care Center has provided cultural and linguistic child development for over 16-24 children ages 0-3rd grade.

Since its inception in 1989, peace & Joy Care Center has been involved in numerous community committees and coalitions. Our Executive Director, Wilma M. Wilson, Registered Nurse for over 20 years. She has worked in various hospitals as OB-GYN nurse and a pediatric nurse. Wilma hold a bachelor's degree in Nursing and a Master's Degree in counseling from California State University Los Angeles, Master's degree in psychology with an emphasis on Marriage Family & children Counseling from the University of Pepperdine. Wilma has completed law school and hold a JD degree. As the founder of Peace & Joy Care Center, Wilma has guided the provision of child development services including, but not limited to, comprehensive to children ages 0-5 and from Kindergarten to the 8th grade. In addition, Peace & Joy Care Center serves as a member of the Carson Coordinating Council which address the needs and service gap for children ages 0-18 within the targeted community/population.

Peace & Joy Care Center collaborate with various organization such as but not limited to: 1736 Family Crisis Center, Su Casa, Valley Oasis, Haven Hills, Rainbow Services. These entities also

address domestic violence. Our agency also collaborates with Victims-Witness Assistance Program through Los Angeles County District Attorney Office which provides more than fifty (5) programs including emergency shelter for domestic violence victims, mental health counseling, drug and alcohol rehabilitation and after school program for youth to our clients via referral.

Through the various programs and its collaboration with other agencies, Peace & Joy Care Center is capability is anticipated that Peace & Joy Care Center will continue to have a positive effect on the community by providing a feasible solution to a variety of issues facing today's women children and families.

Peace & Joy Care Center meets multiple selection requirements such as. Community service improving local community life, encouraging individuals to reach full potential, health care an mitigation of family abuse, employment training and child care. Peace & Joy Care Center's programs and service directly impact the elimination and prevention of special social issues such as affordable child care, counseling services, domestic violence issues, job training and crisis intervention. Peace & Joy Care Center's objective is to mitigate the problem of abuse to bothe women and their children.

How long the organization has been in existence

Peace & Joy Care Center has been in existence since January 1, 1994

Senior Staff Responsible for the Program:

The senior staff responsible for the program is our executive director, shelter manager/counselor, advocate and legal staff. Senior staff has had five (5) to twenty (20) years experience in operating a battered women and children facility. Each individual has had the forty (40) hour training.

Li st of organization;s officers:

Officers of the Board of Director: of: Mary Burton-Chairperson); Ida Davis (Secretary)

Wilma Wilson: Executive/Program Director

Roxanna Montoya: Office Administrative

Summary Background:

Wilma Wilson is the Executive/Program Director. She holds a degree in psychology. She has had over 20 (twenty) years experience providing social services. She has had for forty (40) hour domestic violence training.

Roxanna Montoya is the Office Administration. She holds a degree in Public Administration. She has had over fifteen (15) years experience providing administrative services. She has had the forty (4) hour domestic violence training.

Mary Burton is our Board Chairperson. She is former teacher for the LAUSD and has had forty (40) hours domestic violence training.

Ida Davis is our Secretary. She is a former teacher and had forty (40) hours of domestic violence training.

Organization/By-Laws

See attached

State non-profit status determination letter

See attached

Financial Statements for the previous two (2) years:

See attached financial statements

Peace Joy Care Center Funding

Expense Category	Total Expenses	Carson CDBG	MCH BWSP	OES Health Services	EHAP
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Personnel

Executive Director	\$21,000.00		\$6,000.00		\$1,000.00
Case Manager/Counselor	\$23,000.00	\$8,000.00	\$6,750.00	\$1,200.00	\$6,500.00
Parenting Teacher	\$15,000.00	\$4,000.00	\$5,000.00	\$2,500.00	\$5,000.00
Benefits	\$17,000.00		\$5,500.00		\$1,500.00
TOTAL PERSONNEL	\$76,000.00	\$12,000.00	\$23,250.00	\$3,700.00	\$14,000.00

Operating Expenses

Rent/Lease	\$22,200.00	\$17,250.00	\$15,000.00	\$4,770.00	\$4,050.00
Utilities	\$3,500.00	\$2,500.00	\$700.00	\$750.00	
Telephone	\$1,750.00	\$1,650.00	\$350.00	\$550.00	
Staff Travel	\$1,500.00	\$1,450.00	\$500.00		
Staff Training	\$1,500.00	\$2,100.00	\$450.00	\$300.00	
Office Supplies	\$2,500.00	\$1,300.00	\$1,200.00		
Postage, Mail, Shipping	\$1,000.00	\$1,000.00	\$200.00		
Insurance and Taxes	\$6,000.00	\$3,000.00	\$1,500.00		
Shelter Supplies	\$3,800.00	\$2,800.00	\$1,000.00		
Client Transportation	\$2,500.00	\$1,500.00			
Meal Provisions	\$3,500.00	\$2,500.00	\$580.00		\$1,500.00
Maintenance and Repairs	\$1,550.00	\$2,550.00			
TOTAL OPERATING EXPENSES	\$51,300.00	\$39,600.00	\$21,480.00	\$6,370.00	\$5,550.00

Other Costs

Payroll & Accounting Services	\$1,500.00	\$1,000.00		\$950.00	\$250.00
Legal Advice	\$800.00	\$600.00		\$450.00	
Annual Audit	\$1,000.00	\$950.00	\$400.00	\$50.00	
TOTAL OTHER COSTS	\$3,300.00	\$2,550.00	\$400.00	\$1,450.00	\$250.00
TOTAL EXPENDITURES	\$130,600.00	\$54,150.00	\$45,130.00	\$11,520.00	\$19,800.00

Carson CDBG= City of Carson Development Block Grant
MCH BWSP= Maternal & Child Health BWSP
OES=Office of Emergency Shelter
EHAP= Emergency Housing Program

**Peace & Joy Care Center's Two Year Financial
Statement & Expenses
For 2007 & 2008**

Peace & Joy Care Center
Profit & Loss
January through December 2008

	Jan - Dec 08
Ordinary Income/Expense	
Income	
Contributions Income	-111.34
Day Care	107,589.00
Donations/Contributions	2,736.60
Grant Revenue	1,525,584.68
Income Accounts	0.00
LYN WOOD PROP. SALES	863,539.73
Misc. Income	3,023.62
Refund	1,389.32
Reimbursed Expenses	-3,222.71
Total Income	2,500,528.90
Expense	
Accounting Fees	49,883.75
ADMIN - Reporting	1,613.33
Audit Fees	3,384.50
Automobile Expense - AP	2,373.36
Bank Charges/Late Fees - AP	8,862.08
Client Service	170.00
COOK	1,335.41
Donated Services - AP	50.00
Dues and Subscriptions - AP	1,771.57
Employer P/R Tax Expense	15,022.74
Entering Advertising AP	7,333.17
Environment Engineer (1)	4,752.75
Equipment Expense - AP	17,318.03
Equipment Lease/Rental - AP	9,399.06
Food Expense - AP	27,538.72
Fringe Benefits (FB)	127,637.49
Insurance - AP	115,349.32
Interest Expense - AP	-996.86
Legal Fees	46,209.60
Licenses, Permits, & Taxes - AP	6,254.28
Membership Dues	885.00
Miscellaneous - AP	208,503.92
Mortgage Expense	136,790.46
Other Charges & Fees	6,573.04
Other Expense - AP	71,320.62
Payroll Service Charge - AP	13,327.01

Peace & Joy Care Center
Profit & Loss
January through December 2008

	Jan - Dec 08
Payroll Tax Expense	3,775.83
Postage and Delivery - AP	3,206.46
Printing & Reproduction	-29.50
Printing & Reproduction - AP	-1,164.07
Professional Services - AP	630.00
Program Expense (Benefits) - AP	450.47
Program Salaries - Manual	11,557.13
Program Svc Comp(Salaries) - AP	937,998.45
Real Property Improvement	0.00
Rent/Shelter - AP	123,462.50
Repairs & Maintenance - AP	111,494.73
Reporting - Admin.	448.00
Security - AP	4,067.07
Shelter Supplies - AP	1,931.98
Supplies - AP	63,539.30
Telephone - AP	36,314.24
Training & Workshops - AP	2,140.03
Travel	6,437.42
Utilities - AP	65,611.13
Total Expense	2,254,533.52
Net Ordinary Income	245,995.38
Other Income/Expense	
Other Income	1,268.08
Interest Income	2,858.97
Other Income	
Total Other Income	4,127.05
Other Expense	
Other Expenses	-20,944.77
Total Other Expense	-20,944.77
Net Other Income	25,071.82
Net Income	271,067.20

Peace & Joy Care Center

Profit & Loss

January through December 2007

Jan - Dec 07

Ordinary Income/Expense	
Income	
Day Care	193,677.83
Donations/Contributions	475.00
Grant Revenue	1,938,655.10
Misc. Income	146,960.52
Refund	1,876.98
Total Income	2,281,645.43
Expense	
Accounting Fees	58,829.60
ADMIN - Reporting	666.33
Audit Fees	20,470.00
Automobile Expense - AP	18,552.87
Bank Charges/Late Fees - AP	14,889.56
Client Transportation - AP	46.19
Dues and Subscriptions - AP	800.50
Employer P/R Tax Expense	71,091.19
Entering Advertising AP	10,573.68
Environment Engineer (1)	5,292.76
Equipment Expense - AP	32,243.09
Equipment Lease/Rental - AP	9,218.91
Food Expense - AP	39,867.15
Fringe Benefits (FB)	41,657.05
Insurance - AP	205,955.84
Legal Fees	45,615.35
Licenses, Permits, & Taxes - AP	2,418.95
Miscellaneous - AP	160,748.46
Mortgage Expense	76,835.25
Other Charges & Fees	547.20
Payroll Service Charge - AP	13,344.10
Postage and Delivery - AP	7,763.08
Printing & Reproduction	92.31
Professional Services - AP	2,600.00
Program Expense (Benefits) - AP	200.00
Program Salaries - Manual	626.67
Program Svc Comp(Salaries) - AP	1,072,943.92
Rent/Shelter - AP	129,281.45
Repairs & Maintenance - AP	149,704.75
Security - AP	3,169.12
Shelter Groundskeeper	3,522.00
Shelter Supplies - AP	196.68
Supplies - AP	72,952.52

Peace & Joy Care Center
Profit & Loss
January through December 2007

	Jan - Dec 07
Telephone - AP	45,601.73
Training & Workshops - AP	977.57
Travel	6,700.69
Utilities - AP	79,742.61
Total Expense	<u>2,405,739.13</u>
Net Ordinary Income	<u>-24,093.70</u>
Other Income/Expense	
Other Income	48.20
Interest Income	48.20
Total Other Income	<u>48.20</u>
Net Other Income	<u>48.20</u>
Net Income	<u><u>-24,045.50</u></u>

**Documentation Obtained From Participants to Verify
their Income Status**

Notice of Action



DISTRICT NAME AND ADDRESS:

026 COMPTON

COMPTON CA 90220

DATE:

CASE NAME:

CASE NUMBER:

FILE/UNIT NUMBER:

WORKER NAME:

WORKER PHONE:

[REDACTED]

MAIL BACK TO ADDRESS:

026 COMPTON

211 E ALONDRA BLVD

COMPTON CA 90220

ADDRESSEE:

[REDACTED]

CARSON CA 90746

Income Level: Low

VERY IMPORTANT NOTICE
Change Of Eligibility Worker, Telephone Hours And Appointments

Date: 04/11/2002

This notice is to let you know that your case is now being handled by:

Your Eligibility Worker is: [REDACTED]

File Number: [REDACTED]

Telephone Number: [REDACTED]

Your District Office Address is: [REDACTED]
[REDACTED]
[REDACTED]

This notice is to explain Telephone Hours and the Appointment System. **You do not need to contact your Worker about this notice.** When you do need to contact us, we ask that you use the following system:

TELEPHONE HOURS

Your Eligibility Worker [REDACTED] is available to receive telephone calls at these times [REDACTED].

The telephone number is : [REDACTED]. Any calls received at times other than this will require that you leave a message with the Unit Clerk.

PLEASE REMEMBER THAT THE UNIT CLERK CANNOT ANSWER ELIGIBILITY QUESTIONS.

APPOINTMENTS

It is important that you make an appointment with your Worker before you come to the District Office. Please arrive on time for your appointment. If you arrive late, you will be rescheduled for another time.

Without an appointment, you will not be seen by your Worker. If you come to the District Office without an appointment, the Reception Room Information Worker or Duty Worker will evaluate whether your situation is an emergency. If it is not an emergency, you will need to schedule an appointment to see your Worker.

THESE PROCEDURES WILL ALLOW YOUR ELIGIBILITY WORKER TO HELP YOU AS QUICKLY AS POSSIBLE. THANK YOU FOR YOUR UNDERSTANDING AND COOPERATION.



Peace & Joy Care Center "Raising Hearts, Hopes & Homes!"

*Services for Victims of Domestic Violence • 1693 E. Del Amo Blvd., Carson, CA 90746
(310) 898-3116 office • (310) 898-3118 fax • (310) 898-3117 Emergency Hotline*

Line item detailing the use of CDBG funds for the upcoming year 2011-2012

For Peace & Joy Care Center. Requested funds: \$35,000

Wilma M. Wilson

Peace & Joy Care Center Esther House Budget

	2011 - 2012	LAHSA	CDBG - Carson	OES	Other Funding Sources	Total Across
Ordinary Income/Expense						
Income						
4100 - Government Contracts						125,485.00
4130 - Los Angeles Homeless Srvc. Auth	125,485.00	125,485.00				125,485.00
- State of CA Emergency Management Agency	36,445.75		35,000.00			35,000.00
- Carson CDBG	35,000.00			36,445.75		36,445.75
- Other Funding Sources	49,924.25				49,924.25	49,924.25
Total Income	246,855.00	125,485.00	35,000.00	36,445.75	49,924.25	246,855.00
Gross Profit	246,855.00	125,485.00	35,000.00	36,445.75	49,924.25	246,855.00
Expense						
5000 - Supportive Personnel Cost						
Program Services						
Case Manager (CM)	39,273.00	9,037.89	7,626.36	10,483.64	12,125.11	39,273.00
Child Care (CC)	15,386.00	10,503.12	1,500.00	1,577.00	1,805.88	15,386.00
Education Literacy	26,228.00	18,273.63	3,696.00	1,550.00	2,708.37	26,228.00
Lifeskills	20,429.00	16,343.00	1,304.00	1,420.00	1,362.00	20,429.00
Outreach Coordinator	14,352.00	7,870.84	1,330.00	1,550.00	3,601.16	14,352.00
Total - Personnel	115,668.00	62,028.48	15,456.36	16,580.64	21,602.52	115,668.00
Fringe Benefits						
5025 - Payroll Taxes	10,410.12	8,125.11	351.59	1,140.42	793.00	10,410.12
Payroll Fee	2,313.36	1,805.88	406.78	100.70		2,313.36
Vac/Sick/Med Ins.	3,470.04	2,708.37	323.11	438.56		3,470.04
5040 - Workers Comp	4,626.72	3,811.16	462.16	201.40	352.00	4,626.72
Total Fringe Benefits (FB)	20,820.24	16,250.52	1,543.64	1,881.08	1,145.00	20,820.24
Total Program Svc + FB	136,488.24	78,279.00	17,000.00	18,461.72	22,747.52	136,488.24
- Operating Expense						
- Operating Personnel Cost						
Maintenance - FTE	10,400.00	7,800.00		900.00	1,700.00	10,400.00
Program Director	7,800.00	5,850.00			1,950.00	7,800.00
FB - Operating Personnel	2,184.00	1,638.00			546.00	2,184.00
Transprtation	1,500.00		1,000.00	500.00		1,500.00
- Equipment Exp	3,200.00	2,400.00		800.00		3,200.00
- Furnishing	3,500.00	2,625.00		875.00		3,500.00
Telephone	2,100.00		1,100.00	1,000.00		2,100.00
- Food	3,601.00	2,700.75	300.00	300.00	300.25	3,601.00
- Insurance	4,200.00	3,150.00	1,000.00	50.00		4,200.00
- Maintenance & Repairs	7,588.00	6,392.25	1,500.00		-304.25	7,588.00
- Rent	38,800.00		10,000.00	10,000.00	18,800.00	38,800.00
- Supplies - Office & Maint	5,600.00	4,500.00	1,100.00			5,600.00
- Utilities	5,195.00	3,195.00	2,000.00			5,195.00
Total 5200 - Operating Expense	95,668.00	40,251.00	18,000.00	14,425.00	22,992.00	95,668.00
6500 - Administrative Expense						
- Accounting & Reporting	8,698.76	5,706.00		2,992.76		8,698.76
- Audit Services	3,500.00	840.00		566.27	2,093.73	3,500.00
- Supplies -	2,500.00	409.00		2,091.00		2,500.00
Total Administrative Expense	14,698.76	6,955.00	0.00	5,650.03	2,093.73	14,698.76
Total Expenses	246,855.00	125,485.00	35,000.00	38,536.75	47,833.25	246,855.00



Peace & Joy Care Center "Raising Hearts, Hopes & Homes!"

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Line item detailing the use of CDBG funds for the year 2010-2011

Wilma M. Wilson

Peace & Joy Care Center Esther House Budget

	2010 - 2011	LAHSA	OES	CDBG - Carson	Other Funding Sources	Total Across
Ordinary Income/Expense						
Income						
4100 - Government Contracts						
4130 - Los Angeles Homeless Svcs. Auth	137,485.00	137,485.00				137,485.00
- State of CA Emergency Management Agency	39,930.82		39,930.82			39,930.82
- Carson CDBG	13,000.00			13,000.00		13,000.00
- Other Funding Sources	53,620.00				53,620.00	53,620.00
Total Income	244,035.82	137,485.00	39,930.82	13,000.00	53,620.00	244,035.82
Gross Profit	244,035.82	137,485.00	39,930.82	13,000.00	53,620.00	244,035.82
Expense						
5000 - Supportive Personnel Cost						
Program Services						
Case Manager (CM)	36,454.00	21,037.89	4,626.33	2,664.67	8,125.11	36,454.00
Child Care (CC)	15,386.00	10,503.12	3,077.00		1,805.88	15,386.00
Education Literacy	26,228.00	18,273.63	5,246.00		2,708.37	26,228.00
Lifeskills	20,429.00	16,343.00	4,086.00			20,429.00
Outreach Coordinator	14,352.00	7,870.84	2,870.00		3,611.16	14,352.00
Total - Personnel	112,849.00	74,028.48	19,905.33	2,664.67	16,250.52	112,849.00
Fringe Benefits						
5025 - Payroll Taxes	10,156.41	8,125.11	752.00	335.33	793.00	10,005.44
Payroll Fee	2,256.98	1,805.88	495.76			2,301.64
Vac/Sick/Med ins.	3,385.47	2,708.37	694.09			3,402.46
5040 - Workers Comp	4,513.96	3,611.16	640.12		352.00	4,603.28
Total Fringe Benefits (FB)	20,312.82	16,250.52	2,581.97	335.33	1,145.00	20,312.82
Total Program Svc + FB	133,161.82	90,279.00	22,487.30	3,000.00	17,395.52	133,161.82
- Operating Expense						
- Operating Personnel Cost						
Maintenance - FTE	10,400.00	7,800.00	2,600.00			10,400.00
Program Director	7,800.00	5,850.00	1,950.00			7,800.00
FB - Operating Personnel	2,184.00	1,638.00	546.00			2,184.00
- Equipment Exp	3,200.00	2,400.00	800.00			3,200.00
- Furnishing	3,500.00	2,625.00	875.00			3,500.00
- Food	3,601.00	2,700.75	900.25			3,601.00
- Insurance	4,200.00	3,150.00	1,050.00			4,200.00
- Maintenance & Repairs	8,523.00	6,392.25			2,130.75	8,523.00
- Rent	42,000.00			10,000.00	32,000.00	42,000.00
- Supplies - Office & Maint	6,000.00	4,500.00	1,500.00			6,000.00
- Utilities	4,260.00	3,195.00	1,065.00			4,260.00
Total 5200 - Operating Expense	95,668.00	40,251.00	11,286.25	10,000.00	34,130.75	95,668.00
6500 - Administrative Expense						
- Accounting & Reporting	9,206.00	5,706.00	4,066.27			9,772.27
- Audit Services	3,500.00	840.00			2,093.73	2,933.73
- Supplies -	2,500.00	409.00	2,091.00			2,500.00
Total Administrative Expense	15,206.00	6,955.00	6,157.27	0.00	2,093.73	15,206.00
Total Expenses	244,035.82	137,485.00	39,930.82	13,000.00	53,620.00	244,035.82





CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: PHILIPPINE INDEPENDENCE DAY FOUNDATION
2. Project/Activity Name: _____
(If different from above)
3. Organization Address: 22122 S. MAIN ST., CARSON, CA 90745
4. Organization's DUNS Number: _____ (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
AFTER SCHOOL YOUTH PROGRAM
6. Location where program services are to be provided (if different from #3 above):

7. Contact Person: VIC MEDINA Title: CHAIRMAN OF THE BOARD
Daytime Telephone: 310-561-9182 FAX: 310-834-8792 E-Mail: VAMEDINA1@ATT.NET
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: _____ Title: _____
Name: _____ Title: _____
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 16,000.00
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
150
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
150

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

N/A

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

150

14. Have you previously received City of Carson funding?

Yes No

CDBG

Non-CDBG funding

(please indicate type/source) _____

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$	\$	\$
Other	\$	\$	\$

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☒ Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ Description of how your program will track and verify the income status of program beneficiaries.
- ☒ An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☒ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☒ Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☒ List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ Organization by-laws or charter.
- ☒ Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☒ State non-profit status determination letter [State Code 23701 (d)].

- ☒ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☒ Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☐ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

Part Two

Description of how the need was determined (including any supporting data) and how the program will meet the need.

In the City of Carson there are thousands of kid's ages 8 to 20 from low and moderate income families roaming around the city after school and during semester breaks wondering what to do and where to go. Unfortunately they chose to go to malls, game parlors and various places that will tempt them into drugs, alcohol, gangs and other crime-related activities.

The Philippine Independence Day Foundation (PIDF) will take the initiative to gather these kids and organize an athletic league to keep them busy after school. The foundation will provide these kids positive motivation and reward their efforts while in the program. This will result to crime and gang prevention that benefit not only to themselves and their families but most importantly for the entire community.

Description of the target population and the setting in which it is anticipated that the service will be provided.

The program will target primarily to those kids from moderate and low income families in the City of Carson without regard to their ethnicity, religious or sexual affiliations.

The program will comprise of basketball teams. Games will be conducted weekly after school and a tournament among these teams will be conducted during the summer and winter breaks. Trophies will be awarded to the winning team of the tournament. The gymnasium of the city will be rented for these games.

Description of how your program will tract and verify the income status of program beneficiaries.

The Philippine Independence Day Foundation formsathletic chairman and committees that are responsible in recruiting teams from ages 8 to 20 and track all expenditures related and submits to the foundation Board of Trustees for evaluation and approvals. These comprises for the gymnasium rental, trophies, uniforms and snacks where applicable.

An example of the documentation your program will obtain from program beneficiaries to verify their income status.

Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.

The overall goal of the PIDF After School Youth Program is:
Crime Prevention in the City of Carson.

The objective of the program is:

To encourage children to participate in activities that are positive to their development and well-being such as sports, keeping them away from being involved with crime related activities. All items needed to achieve this project will be provided, such as the facility, uniforms and other equipment.

The PIDF will have a committee consisting of volunteers from the community that will monitor the success of the program. The committee will submit monthly report to the foundation's Board of Trustees who in turn review these reports and initiate proper actions. This report will be available to the City and to the community.

The PIDF operates in the City of Carson with an address at 22122 S. Main Street, Carson, CA 90745. The program will be conducted at the gymnasium of the City of Carson.

Resume of the organization.

The Philippine Independence Day Foundation is 501 (C) (3) non-profit tax exempt and public benefit corporation. The foundation was founded on April 21, 2002. The current address is at 22122 S. Main Street, Carson, CA 90745.

The primary purpose of the foundation is to conduct cultural events, sports competition, educational forums and other activities beneficial to public interest.

The foundation has 21 board of trustees, most of them are resident of the City of Carson. These trustees are all professionals and respected leaders of the community. They volunteer to serve the foundation without compensation.

The expertise of the foundation is the ability to manage a program successfully. This is evident on the successful yearly cultural event celebration of the Philippine Independence Day. Over 20,000 people attended this celebration yearly at the City of Carson Veterans Park during the last few years. Other programs of the foundation is the Public Forum, where speakers are invited to talk regarding topics beneficial to the community. The last forum was the Loan Modification Assistance, where professional speakers where invited to talk about the pros and cons of this program. This was a high turnout in attendance attended mostly by City of Carson residents.

PIDF Board of Trustees

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Alex Cainglet	Vice-Chairman
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Henry Ward	Trustee
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Atty. Catalino Dumlao	Trustee

Philippine Independence Day Foundation

501(C)(3) A Non-Profit Public Benefit Corporation

2011 Budget

Income / Source	Amount
Grant(s) – CDBG	\$16,000
Total Income	\$16,000

Expenses	Amount
Office Rental	\$ 2,400
Youth Sports – Venue/Uniform/Trophies/Referees	\$ 6,000
Youth Cultural Dance Troupe – Uniform	\$ 4,500
Administrative – Stationery, Office Supplies & Printing	\$ 1, 500
Other – Meeting expenses	\$ 1,600
Total Expenses	\$16,000

Prepared by:

Myrna Sales 12.15.10
Myrna Sales, PIDF Treasurer

Philippine Independence Day Foundation

501(C)(3) A Non-Profit Public Benefit Corporation

2010 BUDGET

Program: Philippine Independence Day Celebration – 6/12/10

Income / Source	Amount
DONATIONS/SPONSORSHIPS	\$12,821.00
BOOTH RENTALS	\$ 5,830.00
LOAN – PIDF BUILDING FUND	\$10,000.00
Total Income (a)	\$28,651.00

Expenses	Amount
Stage Decorations	\$ 283.68
Sound System	\$ 2,700.00
Entertainment Fees	\$ 6,300.00
Planning Committee Expenses	\$ 1,142.23
Liturgy	\$ 300.00
Media/Publicity	\$ 473.89
Miscellaneous expenses	\$ 262.77
Event Insurance	\$ 767.50
City of Carson (Labor)	\$11,606.48
City of Carson (Equipment Rental)	\$ 2,944.30
Total Expenses (b)	\$26,780.85

Net Income / Loss (a-b)	\$ 1,870.15
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Prepared by:

Myrna Sales 12-15-10
Myrna Sales, PIDF Treasurer



CITY OF CARSON

January 20, 2011

Mr. Vic Medina
Chairman of the Board
Philippine Independence Day Foundation
22122 S. Main St.
Carson, CA 90745

Dear Mr. Medina:

An initial review of the application and proposal your program submitted to the City of Carson for 2011-2012 Community Development Block Grant (CDBG) funding indicates that the following information, materials, or explanations are needed, with comments as appropriate:

- No DUNS number was provided on the application form. The DUNS number is an important part of the recordkeeping trail for the CDBG program. It will be necessary for your organization to obtain a DUNS number if it does not already have one, as it must have one if approved for funding. Please consult the CDBG Request for Proposals for instructions on how to obtain a DUNS number.
- The proposal narrative indicates that funding is being sought for the purpose of organizing an after-school youth athletic league. Does this league currently exist, or would it be a first-time venture?
- Related to the preceding question about the youth athletic league, which is cited as the purpose for the funding request—the line item budget associated with that funding request (for program year 2011) allocates \$4,500 for a youth cultural dance troupe. Please explain this allocation and provide additional information regarding this youth cultural dance troupe.
- The notation on the 2010 (current program year) budget included in your application package indicates that that budget is for the actual Philippine Independence Day celebration. Is there a corresponding budget (even as an estimate) for 2011? If so, please provide a copy.
- Description of how program will track and verify the income status of program beneficiaries; and example of the documentation the program will obtain from program beneficiaries to verify their income status. The portion of your proposal that purported to address this issue failed to do so, instead focusing on the tracking of program expenditures. The application package also did not provide examples of the income documentation to be obtained. Absent such a description and examples of such income documentation, we will be unable to determine your proposed program's eligibility for CDBG funding.

Mr. Vic Medina
January 20, 2011
Page 2

- Financial statements from the previous two years; and a minimum of one year of audited financial statements. No financial statements of any kind were included with your application package. If such financial statements are not provided, we will be unable to evaluate your application/proposal and as a result will be forced to eliminate it from further consideration.

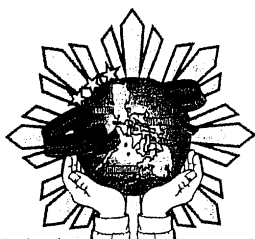
It would be greatly appreciated if you could respond (in writing) with the above-requested information, materials, or explanations not later than Thursday, January 27, 2011, so that we can proceed in a timely manner in making determinations about your program. Please send your responses to me via mail at the address on this letter, or via e-mail to kbennett@carson.ca.us. Should you have questions or need additional information, you may contact me via e-mail or by telephone at (310) 233-4862.

Thank you for your consideration and attention to this matter.

Sincerely,



Keith Bennett
CDBG Coordinator



PHILIPPINE INDEPENDENCE DAY FOUNDATION

501 (C) (3) A NONPROFIT PUBLIC BENEFIT CORPORATION

22122 South Main Street • Carson, CA 90745

Tel. 310-561-9182 • 310-940-2243 • 310-549-3111

Fax 310-847-7607 • www.philippineindependencedayfoundation.com

February 15, 2011

Mr. Keith Bennett
CDBG Coordinator
City of Carson
1 Civic Plaza Drive, Suite 500
Carson, CA 90745

Dear Mr. Bennett,

In response to your letter dated January 20, 2011 requesting additional information needed in our application, the following information are hereby submitted:

1. The Philippine Independence Day Foundation (PIDF) DUNS number is 932262236.
2. The after-school youth athletic project that the foundation is organizing is a first-time venture. However, the foundation has been involved as a supporting organization on similar league in the South Bay area. Members of the foundation were actively participating in the operation of that league, therefore the foundation has the knowledge and ability to manage such athletic project and to make it successful.
3. The line item budget of \$4500 was inadvertently allocated to youth cultural dance troupe. This amount is for the rental of the gymnasium of the City of Carson where the basketball games will be played. The corrected CDBG budget is shown on the enclosed Attachment (1).
4. The corresponding budget for the 2011 Philippine Independence Day celebration is shown on enclosed Attachment (2).

OFFICERS 2010 - 2012

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Perlita Rasing, *PRO*
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Felix Acosta, Jr., *Adviser*

BOARD OF TRUSTEES

Emmanuel Salomon
Jose Merton
Erna Vergara
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Florante Cabanatan

Tancredo Guray, Jr.
Anacleto Turda
Henry Ward
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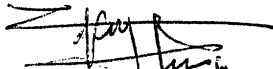
406

5. The income level that will qualify as program beneficiaries will be based on the low to moderate income that HUD determined for 2011. The income documentations to be obtained from applicants will be those contained on the enclosed Attachment (3).

6. The required financial statements of the foundation are submitted as Attachment (4).

Please call me at (310) 5619182, if you have any questions or additional information needed. Thank you for your kind consideration.

Respectfully,



Victor Medina

Chairman, Board of Trustee

Philippine Independence Day Foundation

Philippine Independence Day Foundation

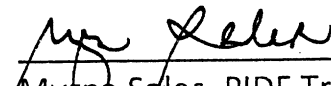
501(C)(3) A Non-Profit Public Benefit Corporation

2011 Budget (Grant)

Income / Source	Amount
Grant(s) – CDBG	\$16,000
Total Income	\$16,000

Expenses	Amount
Office Rental	\$ 2,400
Youth Sports – Uniform/ Trophies/Referees/ Misc	\$ 6,000
Youth Sports – Rental of Gymnasium	\$ 4,500
Administrative – Stationery, Office Supplies & Printing	\$ 1, 500
Other – Meeting expenses	\$ 1,600
Total Expenses	\$16,000

Prepared by:


Myrna Sales, PIDF Treasurer

ATTACHMENT – 1

Philippine Independence Day Foundation

501(C)(3) A Non-Profit Public Benefit Corporation

2010 BUDGET

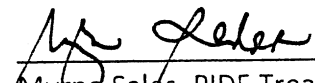
Program: Philippine Independence Day Celebration – 6/12/10	2010 ACTUAL	2011 BUDGET
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Revenue	Amount	
DONATIONS/SPONSORSHIPS	\$12,821.00	\$10,000.00
BOOTH RENTALS	\$ 5,830.00	\$ 3,000.00
Total Income	\$18,651.00	\$13,000.00

Expenses	Amount	
Stage Decorations	\$ 283.68	\$ 300.00
Sound System	\$ 2,700.00	\$ 2,000.00
Entertainment Fees	\$ 6,300.00	\$ 5,000.00
Planning Committee Expenses	\$ 1,142.23	\$ 1,000.00
Liturgy	\$ 300.00	\$ 300.00
Media/Publicity	\$ 473.89	\$ 300.00
Miscellaneous expenses	\$ 262.77	\$ 300.00
Event Insurance	\$ 767.50	\$ 800.00
City of Carson (Labor)	\$11,606.48	\$0.00
City of Carson (Equipment Rental)	\$ 2,944.30	\$ 3,000.00
Total Expenses	\$26,780.85	\$13,000.00

Net Income (Loss)	(\$ 8,129.85)	\$ 0.00
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Prepared by:


Myrna Sales, PIDF Treasurer

Audited BY: 
Oscar Anson, PIDF Auditor

ATTACHMENT – 2

Community Development Block Grant (CDBG) Program Income Documentation Requirements

* Each box under "List Gross Monthly Income in Dollars," must be filled in with a number. If you do not have income from that source, mark "0" in the box.

SOURCE OF INCOME	LIST GROSS MONTHLY INCOME IN DOLLARS*	DOCUMENTATION (Please submit as noted below)
Salary		<ul style="list-style-type: none"> Copies of last 3 paychecks and Federal income tax returns; or Employment and salary documentation form and Federal income tax returns.
SSI/SSD - Supplemental Security Income/Disability		<i>(the following information must not be older than six months)</i> <ul style="list-style-type: none"> Copy of applicant's monthly award check; or Form SSA-2458 <i>(request from local Social Security Office)</i>; or Copy of applicant's award letter; or Bank statements showing direct deposits of applicant's award check
Aid for Families with Dependant Children (AFDC)		<ul style="list-style-type: none"> Award letter stating the amount of applicant's benefit; or Copy of applicant's most recent check; or Written statement from Caseworker stating the applicant's benefit amount
General Relief		
Pension		<ul style="list-style-type: none"> Copy of applicant's most recent pension check; or Copy of pension award letter showing monthly benefits; or Bank statement showing direct deposit of applicant's award check
Alimony		<ul style="list-style-type: none"> Copy of applicant's weekly or monthly check; or Court decree establishing payments, <i>(divorce papers)</i>; or Affidavit of child support signed by applicant
Child Support		
Unemployment Insurance		<ul style="list-style-type: none"> Copy of award notice stating applicant's benefits; or Payment booklet; or Unemployment affidavit signed by applicant
Self-Employed Profits		<ul style="list-style-type: none"> Account records; or Most current quarterly income tax return <i>(not older than 6 months)</i>
Interest from Bank Accounts and Cash Funds		<ul style="list-style-type: none"> Letter from bank manager stating interest earned; or passbook; or Bank statements showing last twelve months of interest; or Most recent Federal income tax return showing interest earned; or Investment statements indicating the amount of dividends earned
Rental Property Income		<ul style="list-style-type: none"> Copy of recent rent check; or Rent receipt book; or Copy of property rental agreement signed by current tenant showing monthly rent; or Copy of applicant's income tax return declaring earned rental income <i>(not older than one year)</i>
Other Income not shown above LIST SOURCES		<ul style="list-style-type: none"> Attach documentation to support declaration

I certify that the above statements are true. If at any time this information is found to be false or incorrect, and it is then determined that I do not qualify for the program, I understand that I am liable for all costs incurred through the program.

APPLICANT'S SIGNATURE

DATE

ATTACHMENT - 3

Philippine Independence Day Foundation

501(C)(3) A Non-Profit Public Benefit Corporation

Balance Sheet As of 12/31/2010

ASSETS

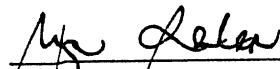
Cash in Bank – General Operating Account	\$ 2,567.66
Cash in Bank – Building Fund	\$ 7,838.40
Office Furniture	\$ 300.00
Vehicle – 1990 GMC Truck	<u>\$ 1,200.00</u>
Total Assets	\$11,906.06

LIABILITIES

Total Liabilities	\$ 0.00
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NET ASSETS	\$11,906.06
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Prepared by:



Myrna Sales, PIDF Treasurer

Audited By:



Oscar Anson, PIDF Auditor

ATTACHMENT – 4

Philippine Independence Day Foundation

501(C)(3) A Non-Profit Public Benefit Corporation

Profit & Loss

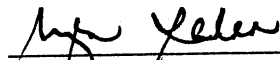
Period: January 1 to December 31, 2010

INCOME		\$42,866.00
Donation/Sponsorships:		
Ms PIDF Pageant	\$23,430.00	
Philippine Independence Day Celebration	\$18,651.00	
Other – Fundraising event	<u>\$ 785.00</u>	
TOTAL INCOME	\$42,866.00	

EXPENSES		\$51,417.15
Ms PIDF Pageant	\$19,975.04	
Philippine Independence Day Celebration 6/12/10	\$26,780.85	
Office Rental	\$ 2,200.00	
Postage, Supplies & Printing	\$ 66.30	
Trustee Monthly Meeting Expenses	\$ 860.18	
Donation – other organizations	\$ 1,012.28	
Website Maintenance	\$ 150.00	
Office Furniture	\$ 164.60	
Bank Fees/Service Charge	\$ 207.90	
TOTAL EXPENSES	\$51,417.15	

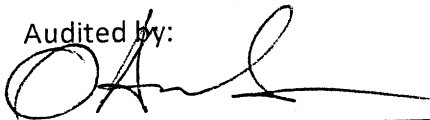
NET INCOME (LOSS)	(\$ 8,551.15)
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Prepared by:



Myrna Sales, PIDF Treasurer

Audited by:



Oscar Anson, PIDF Auditor

Philippine Independence Day Foundation

501(C)(3) A Non-Profit Public Benefit Corporation

Balance Sheet As of 12/31/2009

ASSETS

Cash in Bank – General Operating Account	\$ 675.06
Cash in Bank – Building Fund	\$18,282.15
Office Furniture	\$ 300.00
Vehicle – 1990 GMC Truck	<u>\$ 1,200.00</u>

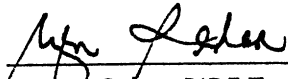
Total Assets	\$20,457.21
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LIABILITIES

Total Liabilities	\$ 0.00
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NET ASSETS	\$20,457.21
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Prepared by:



Myrna Sales, PIDF Treasurer

Audited By:



Oscar Anson, PIDF Auditor

ATTACHMENT – 4

Philippine Independence Day Foundation

501(C)(3) A Non-Profit Public Benefit Corporation

Profit & Loss

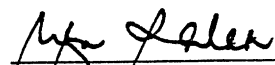
Period: January 1 to December 31, 2009

INCOME		\$21,671.00
Donation/Sponsorships:		
Philippine Independence Day Celebration	\$21,671.00	

EXPENSES		\$27,196.98
Philippine Independence Day Celebration 6/12/10	\$16,240.70	
Volunteers Appreciate Day	\$ 1,900.00	
Philippine Heritage Awareness	\$ 200.66	
Unity Day Expenses	\$ 150.00	
Donation – Veterans/other community organizations	\$ 2,590.00	
Donation – Youth Programs	\$ 1,325.00	
Donation – bereavement	\$ 1,300.00	
Trustee Monthly Meeting Expenses	\$ 992.02	
Postage, Offices Supplies & Printing	\$ 228.53	
Vehicle registration, insurance	\$ 682.20	
PIDF Banner	\$ 314.87	
Website development	\$ 600.00	
Christmas Party/Induction of Officers	\$ 432.00	
Business Filing Division	\$ 235.00	
Bank Fees	\$ 6.00	
TOTAL EXPENSES	\$27,196.98	


NET INCOME (LOSS)	(\$ 5,525.98)
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Prepared by:



Myrna Sales, PIDF Treasurer

Audited by:



Oscar Anson, PIDF Auditor

**Community Development Block Grant – Program Year 2011
Public Service Programs – Request/Application for Funding**

Part One

1. Organization Name: Samoan- American Senior Citizens Involvement, Inc.
2. Project/Activity Name: Senior Citizens Extended Family Project & Youth Strong-Fit-Ready
3. Organization Address: 23742 S. Main Street, Carson 90745
4. Organization's DUNS Number: 155481083
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):

Health and welfare and social services for senior citizens and frail elderly adults and Youth Strong-Fit-Ready "Focused on Fitness"
6. Location where program services are to be provided (if different from #3 above):

23743 S. Main Street, Carson, CA 90745
7. Contact Person: Chief Vaeotagaloa Maligi Nua _ Title: President

Daytime Telephone: (310)834-3200 FAX: (310)834-3712
E-Mail: lea_asi@yahoo.com
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #7 above):

Name: Le'avea F. Asi Title: Executive Director

Name: Chief Vaeotagaloa Maligi Nua Title: President
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 20,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2009 using the CDBG funds requested?

11. How many City of Carson residents (counting all visitors or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?

200

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

150

13. How many persons do you anticipate your program will serve during the period July 1, 2010- June 30, 2011?

200

13. Have you previously received City of Carson funding? Yes No

CDBG

xx

—

Non-CDBG funding

(please indicate type/source) _____

xx

14. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2007-2008</u>	<u>2008-2009</u>	<u>2009-2010</u>
CDBG	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Other	\$ 0.00	\$ 0.00	\$ 0.00

Part Two

[1] Description of Need

The Samoan-American Senior Citizens Involvement, Inc., is a non-profit organization. Our purpose and goals are to inform, educate, and provide to our Samoan community the tools to live a productive life in a violence-free atmosphere. Working as a team, we want our community to be empowered through training and community resource. We are positioned to be a force in improving the quality of life in our community. This improvement will be done by continual education and pro-active action by the Samoan community.

Samoan-American Senior Citizens Involvement, Incorporated has developed a critically needed, adult day support social and health programs for elderly Samoan adults. This program is designed to serve older shut in adults with interactive group programs.

Our new youth project **“focused on fitness” for the Samoan Youth Strong-Fit-Ready** – to improve the Health and Fitness of our youth by promoting a **love for an active lifestyle**. The goal of the “Focused on Fitness” project is to provide a comprehensive health and fitness educational experience that will prove to reduce the incidence of future adult obesity in the Samoan community youth population. Youths are at high risk of becoming overweight and possibly obese due to the current trends identified by the International Obesity Task Force. The Task Force found that pacific islanders are among the fattest in the world. Reversing this trend requires a coordinated effort of health professionals and community leaders.

We are requesting funding to implement these critically needed programs for seniors and youths attending our program..

Within the Samoan community elder adults as well as Samoan youths, they face major health issues. In the majority of families, there are at least one or more members that struggle with obesity; cancer; diabetes; hypertension, cardiovascular deterioration; and gout. Our facility, located in Carson, serves Samoan elders and youths with clients welcomed from the entire area. Over 60% of Samoans living in California (31,076) reside in the Southern California area (source:2000 Census). The target population for this program are: those who have few or inadequate support systems; those who without program intervention are at risk of premature institutionalization; and those struggling with serious medical issues, in need of education and treatment options.

The health program will offer innovative health training for area adults and youth. Each month seniors will attend a "Health Check-Up" that explores different health issues including: high blood pressure; diabetes; medication management; exercise and diet; obesity; mental health; keeping your brain young; falls and spills; and other issues of concern to elderly and youth in general, and more specifically to older Samoan adults and youths. Local Samoan doctors and the Samoan Nurses Association will assist us with these projects.

[2] Description of Target Population

The target population for these projects are senior citizens and youths residing in the City of Carson. While the focus of these two projects is health care services for Samoan and Asian Pacific elders/seniors and youths, the Extended Family Project and Focused on Fitness Project are available for all seniors and youths who reside in our area. Although CDBG funding will only be allocated for services benefiting low-income participants, any senior and frail elderly, young adults who are in

need of health care services may participate in our free health services program.

[3] **Description of Income Verification for Program Beneficiaries**

All program beneficiaries will be required to complete intake forms that track and verify income status and basic background demographics. Attached are examples of the documents, our program obtained from program beneficiaries to verify their income status. On a monthly basis the program coordinator will update files to ensure continuity of care as well as eligibility of all participants.

[4] **Documentation Example from beneficiaries to verify their income status**
See attached

[5] **Description of Program Goals and Objectives and Program Evaluation**

Objective 1: Provide health care education for a minimum of 150 area seniors and youths, between the dates of July 2010 to June 2011. This will be ensured through referrals from partnering agencies; **Objective 2:** Serve of minimum of 150 area seniors and youths on an ongoing basis. This will be ensured through referrals from partnering agencies and area hospitals and through maintenance of open lines of communication with community members; **Objective 3:** Ensure that health program sessions for seniors are delivered in accordance with State of California requirements, including program staff qualifications and certifications. **Objective 4:** Ensure that 100% of attendees understand health issues relevant to the elderly as well as youths infirm and are versed in coping strategies and skills necessary to address such issues. This will occur as a result of Objectives 1 and 2; **Objective 5:** Ensure that 100% of members are aware of follow-up resources available for area seniors and youths..

[6] **Description of City of Carson Service Locale**

Our program is located at 23742 S. Main Street, Carson, CA 90745. Telephone

SAMOAN SENIOR CITIZENS INVOLVEMENT, INC.

PROGRAM ELIGIBILITY CHECK LIST

MINNE E. NUA

Participants Name:

1. Intake Information

Yes

No

2. Picture ID

Yes

No

3. Birth Certificate

Yes

No

4. Residence Verification

Yes

No

5. Proof of Income
(Beneficiary Qualification Statement)

Yes

No

Comment:

NONE

Community Development Block Grant (CDBG) Program Income Documentation Requirements

* Each box under "List Gross Monthly Income in Dollars," must be filled in with a number. If you do not have income from that source, mark "0" in the box.

INCOME SOURCE		DOCUMENTATION
Salary		<ul style="list-style-type: none"> Copies of last 3 paychecks and Federal income tax returns; or Employment and salary documentation form and Federal income tax returns.
SSI/SSD - Supplemental Security Income/Disability		<i>(the following information must not be older than six months)</i> <ul style="list-style-type: none"> Copy of applicant's monthly award check; or Form SSA-2458 (request from local Social Security Office); or Copy of applicant's award letter; or Bank statements showing direct deposits of applicant's award check
Aid for Families with Dependant Children (AFDC)		<ul style="list-style-type: none"> Award letter stating the amount of applicant's benefit; or Copy of applicant's most recent check; or Written statement from Caseworker stating the applicant's benefit amount
General Relief		
Pension		<ul style="list-style-type: none"> Copy of applicant's most recent pension check; or Copy of pension award letter showing monthly benefits; or Bank statement showing direct deposit of applicant's award check
Alimony		<ul style="list-style-type: none"> Copy of applicant's weekly or monthly check; or Court decree establishing payments, (divorce papers); or Affidavit of child support signed by applicant
Child Support		
Unemployment Insurance		<ul style="list-style-type: none"> Copy of award notice stating applicant's benefits; or Payment booklet; or Unemployment affidavit signed by applicant
Self-Employed Profits		<ul style="list-style-type: none"> Account records; or Most current quarterly income tax return (not older than 6 months)
Interest from Bank Accounts and Cash Funds		<ul style="list-style-type: none"> Letter from bank manager stating interest earned; or passbook; or Bank statements showing last twelve months of interest; or Most recent Federal income tax return showing interest earned; or Investment statements indicating the amount of dividends earned
Rental Property Income		<ul style="list-style-type: none"> Copy of recent rent check; or Rent receipt book; or Copy of property rental agreement signed by current tenant showing monthly rent; or Copy of applicant's income tax return declaring earned rental income (not older than one year)
Other Income not shown above LIST SOURCES	SSB \$ 661.40	<ul style="list-style-type: none"> Attach documentation to support declaration

I certify that the above statements are true. If at any time this information is found to be false or incorrect, and it is then determined that I do not qualify for the program, I understand that I am liable for all costs incurred through the program.

Minnie E. Mize
APPLICANT'S SIGNATURE

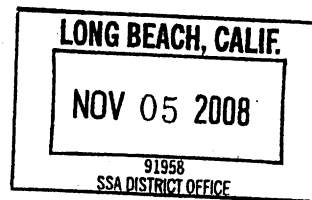
12/10/08
DATE

*** REC 2008310 142505 H88534E0 FZ55 CIPQYA1 PQA1 (F-DOD) ***

SOCIAL SECURITY ADMINISTRATION

Date: November 5, 2008
Claim Number: 586-20-0217A

MINNE E NUA
2690 CHESTNUT AVE
LONG BEACH CA 90806-2506



You asked us for information from your record. The information that you requested is shown below. If you want anyone else to have this information, you may send them this letter.

Information About Current Social Security Benefits

Beginning December 2007, the full monthly
Social Security benefit before any deductions is.....\$ 661.40

We deduct \$96.40 for medical insurance premiums each month.

The regular monthly Social Security payment is.....\$ 564.00
(We must round down to the whole dollar.)

Social Security benefits for a given month are paid the following month. (For example, Social Security benefits for March are paid in April.)

Your Social Security benefits are paid on or about the fourth Wednesday of each month.

AGENCY NAME: SAMOAN-AMERICAN SENIOR CITIZENS INVOLVEMENT, INC.

BENEFICIARY QUALIFICATIONS STATEMENT

This statement must be completed and signed by each person or head of household (legal guardian) receiving benefits from the described project/activity. Please answer each of the following questions.

- How many persons are in your household? 4
A household is a group of related or unrelated persons occupying the same house with at least one member being the head of the household. Renters, roomers, or boarders cannot be included as household members.
- CIRCLE your combined gross annual income.

(Note: The 2008 Income categories are listed below). Please calculate the combined gross annual income of all persons living in your household from all sources of income and select which income category best applies).

Number of Persons in Your Household

Income Category (Based on area**median family income of \$59,800)	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Extremely Low Income (Maximum of 30% of area median income)	\$15,950	\$18,200	\$20,500	\$22,750	\$24,550	\$26,400	\$28,200	\$30,050
Very Low Income (At least 31%, up to a maximum of 50%, of the area median)	\$26,550	\$30,300	\$34,100	\$37,900	\$40,950	\$43,950	\$47,000	\$50,050
Low Income (At least 51%, up to a maximum of 80%, of the area median)	\$42,450	\$48,500	\$54,600	\$60,650	\$65,500	\$70,350	\$75,200	\$80,050
Moderate Income (At least 81%, up to a maximum of 120%, of the area median)	\$50,300	\$57,400	\$64,600	\$71,800	\$77,500	\$83,300	\$89,000	\$94,800

3. (Per HUD regulations effective FY 2006) You may identify both a Race and a Hispanic Ethnicity. This information is confidential and is only used for government reporting purposes to monitor compliance with equal opportunity laws. Please note that self-identification of race/ethnicity is voluntary. (Please check which best applies)

RACE:

- ☐ White
☐ Black/African American
☐ Asian
☐ American Indian/Alaskan Native
☐ Native Hawaiian/Other Pacific Islander
☐ American Indian/Alaskan Native & White
☐ Asian & White
☐ Black/African American & White
☐ Am. Indian/Alaskan Native & Black/African Am
☒ Asian/Pacific Islander
☐ Hispanic/White

- ☐ Hispanic/Black African American
☐ Hispanic/Asian
☐ Hispanic/American Indian/Alaskan Native
☐ Hispanic/Native Hawaiian/Other Pacific Islander
☐ Hispanic/American Indian/Alaskan Native & White
☐ Hispanic/Asian & White
☐ Hispanic/Black/African American & White
☐ Hispanic/American Indian/Alaskan Native & Black/
☐ African American
☐ Other Multi-Racial

☐ YES

☒ NO

HISPANIC/LATINO ETHNICITY?

- ☐ Mexican/Chicano
☐ Puerto Rican
☐ Cuban
☐ Other Hispanic

4. Please CHECK, yes or no, if FEMALE HEAD OF HOUSEHOLD

☐ Yes

☒ No

I CERTIFY UNDER PENALTY OF PERJURY THAT THE INCOME AND HOUSEHOLD STATEMENT MADE ON THIS FORM ARE TRUE.

Print Name: MINNE E. NUA

DATE: 12/10/08

ADDRESS: 2690 CHESTNUT AVE., LBEACH 90806

PHONE NO: (562) 988-3546

APPLICANT

AGENCY APPROVAL:

DATE: 12/10/08

number (310) 834-3200.

[7] **Brief resume noting expertise/background of organization (including how long in existence) and of senior staff responsible for program**

Samoan American Senior Citizens Involvement, Incorporated, was granted 501c(3) status in November 2001. Over the past ten years, the Samoan American Senior Citizens Involvement, Incorporated has functioned as a volunteer, non-profit organization that provides free programming to older Samoan adults and youths residing in and around the City of Carson. Our long years of service to the communities of the South Bay area have created a climate of respect and wide spread support for our organization. Our Board of Directors is comprised of a cross section of residents and elders from our community.

The Samoan-American Senior Citizens Involvement, Incorporated is a grass roots nonprofit organization. The mission of the organization is to empower elders, connecting them with needed resources, services and mobilization so that senior citizens and youths residing in Carson are well connected with care and concern. In the past, our agency has partnered and collaborated with a number of local agencies to offer a wide array of social services for individuals in need. Doctors and healthcare professionals refer clients to other social service providers as needed. Community volunteers including youth and family members participate in intergenerational programming. The Samoan American Senior Citizens Involvement, Incorporated, works to promote, advocate, identify, define, target, and serve the Samoan community in providing quality health education, recommendations, research, guidance, and services. The Samoan-American Senior Citizens Involvement, Incorporated, has excellent partnerships with other Asian and Pacific Islander community organizations, Guam Communications Network, Office of

Samoa Affairs, Sisters Alumni of the Pacific, Samoan National Nurses Association, Samoan Federation of America, and many faith-based organizations.

The Samoan-American Senior Citizens Involvement, Incorporated, has been instrumental in providing a community-based network of nurses and other health professionals to identify relevant health issues within the Samoan community. A great part of Samoan-American Senior Citizens Involvement, Incorporated outreach efforts has focused on how health-related issues and lifestyles (as well as risks associated with them) are very much affected by culture.

Background of Senior Staff:

1. High Chief Vaeotagaloa Maligi Nua, President/Program Advisor
 - (1) Retired from the U.S. Navy as Chief Warrant Officer (CWO4) after serving in the military for over 24 years;
 - (2) Over 40 years experience in the administrative/personnel management field;
 - (3) Member of influential Samoans in the United States;
 - (4) Served as President of the Samoan Congregational Christina Church of the City of Carson and very instrumental in recovery of the church lost in the foreclosure sale in 1985;
 - (5) Former General Secretary and Co-Founder of Ekalesia Faapotopotoga Kerisiano Samoa I Amerika (Independent Samoan Church Conference in the United States).
2. Le'avea F. Asi – Executive Director/Program Coordinator
 - (1) Served as First Secretary of Organization since established and incorporated as non-profit in 2001;
 - (2) Promoted to Executive Director of the Organization due to her many years of experience in both administrative/personnel management and general accounting;
 - (3) Excited to new challenge calls it one of her most life-affirming experiences ever because of the opportunity to meet and interact with wonderful people from so many cultures all over the world – much like her opportunity at SASCI.

[8] List of organization's Officers with summary of background

Organization's Officers:

1. Executive Director – Le'avea F. Asi (see background of senior staff)
2. President – Chief Vaeotagaloa “Mal” Nua (see background of senior staff)
3. Vice President – Filiva'a Asi
 - (1) Member of Board of Directors/Trustees;
 - (2) Over 10 years of management skill;
 - (3) Church Secretary of the Board of Trustees & Financial Secretary;

- (4) Responsible for accounting of Organization's Fund; experience in both administrative and general accounting.
4. Secretary-Treasurer – Sautia Poasa
 - (1) Many years of experience in both administrative and general accounting;
 - (2) Trusted member of our Organization and her Church Deacon Organization;
 - (3) Served as Choir Leader at her Church Choir;
 - (4) Get along and work very well with her peers and those she comes in contact with.

Staff members have over 30 years experience serving the community. Working in a variety of settings, staff brings skills in workforce development, intensive employment services for seniors and disabled adults, and health care services for seniors and youths.. Medical personnel are familiar with the issues facing Samoan and Asian-Pacific Islander seniors and youths and frail elders. The agency's management and administrative skills are top-notch. Guided by a board of directors that represents various sectors of the Carson community, Samoan Senior Citizens Involvement, Incorporated has representatives from the legal, financial and health communities on its board. The Executive Director and Program Director have undertaken skill building in organizational development, fiscal controls and program monitoring to ensure the long term efficacy and viability of this program.

OFFICERS AND BOARD OF DIRECTORS

Le'avea F. Asi
 Chief Vaeotagaloa Maligi Nua
 Filiva'a Asi
 Sautia Poasa

Executive Director
 President
 Vice Presedent
 Secretary/Treasurer

DIRECTORS

Minne E. Nua
 Mary Poasa
 Lulu Peapea
 Ana Suesue
 Faasolo Toa

MEMBERS

Malaea Mua'e
 Amuia Ulufale
 Amuia Taotoai
 Motusa Vaitautolu
 Tise Leomiti

Agnes Ulufale
Lomiga Noa
Naisina Lealaitafai
Soonamulu Ulufale
Malamalama Masaga
Liu Salausa

Jimmy Patu
Natasha A. Foster
Melody Nua
Talalelei Gafa
Toe Masaga
Caitlynn Masoe

- [9] **Organization by-laws**
Please see attached
- [10] **Federal non-profit status determination letter (IRS Code 501© (3)).**
Please see attached
- [11] **State non profit status determination letter (State Code 23701 (d)).**
Please see attached
- [12] **One (1) page line-item budget detailing use of CDBG**
Please see attached
- [13] **Full line-item budget for 2010 including listing of other funding sources**
Please see attached
- [14] **Financial statements for the previous two (2) years, including at least one year the most recent year available – of audited financial statements**
Please see attached

Item 12

Line-Item Budget Detailing use of CDBG

Expense	Allocation
Personnel	
Program Director (.05 % FTE/\$100 monthly)	\$ 1,200.00
Contractors	
Monthly Visiting Nurses (@\$150/month/4 hours	\$ 1,800.00
Operating Expenses	
Electricity (\$100/month)	\$ 1,200.00
Telephone (\$150/month)	\$ 1,800.00
Space Rental (\$850/month)	\$ 10,200.00
Liability Insurance	\$ 1,500.00
Outing	<u>\$ 2,300.00</u>
TOTAL	\$ 20,000.00

Item 13

Full Line Item Budget
For January through December 2010

Revenues, Gains and Other Supports

Bingo	\$200,951.00
Fireworks Stand	\$ 13,942.00
Other Fundraisers	<u>\$ 15,000.00</u>

Total Revenues, Gains and Other Supports	<u>\$229,893.00</u>
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Expenses

Bingo Hall Rent	\$96,000.00
Security	\$ 4,825.00
Bingo License Fee	\$ 5,557.00
A.V. Bingo Supplies	\$70,791.00
Rent (office space)	\$10,200.00
Contributions	\$ 5,000.00
Insurance	\$ 2,269.00
Licenses and Permits	\$ 570.00
Office Supplies	\$ 519.00
Printing and Reproduction	\$ 4,018.00
Telephone	\$ 1,610.00
Taxes	\$ 4,415.00
Office Equipment	\$ 123.00
Administration/Operations	\$ 5,000.00
Cleaning	\$ 1,874.00
Electricity	\$ 1,050.00
Hospital – card, flowers, etc.	\$ 150.00
Private Mail Box	\$ 1 44.00
Fireworks	\$ 8,617.00
Auto Registration	\$ 530.00
Mother's Day	\$ 2,000.00
Father's Day	\$ 600.00
CPA	\$ 1,750.00
Scholarships	<u>\$ 1,000.00</u>

Total Expenses	<u>\$228,612.00</u>
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Net Income	<u>\$ 1,281.00</u>
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#18



CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: SAMOAN FEDERATION OF AMERICA
2. Project/Activity Name: SENIOR ESL + HEALTH MAINTENANCE
(If different from above)
3. Organization Address: 404 E. CARSON STREET, CARSON 90745
4. Organization's DUNS Number: _____ (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.): Preparing monolingual participants for citizenship + better assimilation into Society. Health maintenance + Cultural Appreciation.
6. Location where program services are to be provided (if different from #3 above):
SAMOAN FEDERATION OFFICE BUILDING
7. Contact Person: CHIEF LOA PELE FALETOGA Title: EXECUTIVE DIRECTOR
Daytime Telephone: (310) 210-7301 FAX: (310) 835-3871 E-Mail: hc45/00@yahoo.com
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: CHIEF LOA PELE FALETOGA Title: EXECUTIVE DIRECTOR
Name: _____ Title: _____
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 10,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
300
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
800



12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

750

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

800

14. Have you previously received City of Carson funding?

☒ Yes ☐ No

CDBG

Non-CDBG funding

(please indicate type/source) _____

☒

☐

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$ <u>10,000</u>	\$ <u>9,750</u>	\$ <u>7,000</u>
Other	\$ _____	\$ _____	\$ _____

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☒ Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ Description of how your program will track and verify the income status of program beneficiaries.
- ☐ An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☒ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☒ Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☐ List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ Organization by-laws or charter.
- ☒ Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☒ State non-profit status determination letter [State Code 23701 (d)].

- ☒ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☒ Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☒ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

SAMOAN FEDERATION OF AMERICA, INC.

404 E. CARSON STREET

CARSON, CA. 90745

(310) 834-6404 (310) 210-7301 FAX (310) 835-3871

CARSON CDBG GRANT PROPOSAL FOR 2011 - 2012

1. Introduction: (11TH YEAR PROGRAM)

California is home to the largest concentration of Samoans in the United States. Many of these immigrants are largely driven from Samoa by poverty and have settled in Carson, Compton, Long Beach. In fact, more Samoans reside in Carson, California than anywhere outside the U.S. Territory of Samoa.

The Samoan Federation (founded in 1965) is one of the primary, viable social service deliverers to the Samoan residents of Carson. Therefore, its services need to be continued in order to meet the needs of the Samoan population.

The Samoan Federation's Senior training program is an ongoing program, and it has been funded by the CDBG (City of Carson) since 2001. During the past fiscal year, the Samoan Federation of America requested \$15,000 to conduct programs to the Senior Citizens of Carson, and was awarded \$7,000.

The Federation scaled down its intended programs and concentrated on those that could be implemented with the funds as follows.

A. English as a Second Language (ESL)

Inability to communicate effectively in English provides a hardship for people to properly navigate their lives in the United States, particularly in accessing quality health care. When doctors and patients are unable to communicate, medical errors in diagnosis occur and result in dangerous health consequences for the patient.

The U.S. Census Bureau collects data on people's ability to speak English (i.e. not at all, not well, and very well). Limited English Proficiency (LEP) persons are defined as those who responded that they spoke English less than 'very well', (selected 'not at all', 'not well', or 'we'). Linguistic isolation is defined as a household in which no one over the age of 14 either speaks only English or can speak English 'very well'.

Thirty-six percent of Asian Americans and 14% of Native Hawaiians and Pacific Islanders (NHPI) which includes Samoans are LEP; whereas, only 9% of the general population are LEP. Twenty-seven percent of NHPI households are linguistically isolated; whereas, only 5% of all households in the country are linguistically isolated.

The aforesaid demographics demonstrate the need for the English as a Second Language (ESL) classes offered by the Samoan Federation to continue with the next CDBG grant period. It should be noted that the ESL coursework offered by the Samoan Federation is culturally sensitive and linguistically appropriate. As a result of taking the coursework, participants are more able to assimilate and acculturate into the American Society such as securing employment and accessing social service, transportation, and educational opportunities.

During the last six (6) months, the Samoan Federation conducted 24 ESL classes. The number of participants was very significant with 249 attendees, with 624 accumulated units of service.

B. Health Education/Health Maintenance/Nutrition Workshops

The NHPI population reflects the highest rate of the uninsured in the United States as well as the highest rates of those with diabetes and other chronic diseases. The Samoan population also reflects the lowest representation in health professions; and poorest outcome of cancer detection and treatment.

Many factors cause these health inequities including race/ethnicity, language barriers, social determinants (e.g.; employment, housing, and education), insurance coverage, diversity in the health care workforce, etc.

The NHPI population experiences higher incidences and death rates for certain cancers (specifically lung, breast, cervical, liver, and stomach cancer). Lung cancer is the number one case of cancer death for the NHPI population and the NHPI population experiences the highest rates of liver and stomach cancer for both sexes compared to all other racial and ethnic groups (Office of Minority Health 2008).

Diabetes is the fifth leading case of death in the NHPI population (Office of Minority Health). In 2005, 37% of the NHPI adult population were overweight or obese (www.statehealthfacts.org). In California, from 1993 to 2003, overweight prevalence increased from 7% to 15% for NHPI low-income children, more rapidly than for any other ethnic group (Kim et al. 2007).

As the documentation substantiates, the Health Education/Health Maintenance/Nutrition Workshops offered by the Samoan Federation pragmatically meets the health needs of the Samoan community in the city of Carson.

We have conducted two (2) health seminars, and the interest in these workshops is very high. We have also taught health classes pertaining to senior health, nutritional values, exercise and diet.

11. PARTICIPANTS AND ELIGIBILITY

All participants of the programs currently conducted by the Samoan Federation, under its CDBG funding are mostly seniors with moderate, low, or very low income. The CDBG program at the Samoan Federation has been very successful in addressing the needs of this population of the City of Carson. Community Development Block Grant Income Level Guidelines for the Program Year 2010 was used to track and verify income status of program beneficiaries, and thus, their eligibility in the program.

The Administrative Assistant is tasked with tracking and verifying the income status of applicants. The Samoan Federation has prepared an in-house 'Eligibility Review Application' as an intake form to facilitate the screening of all applicants and consequent eligibility as successful applicants. The application is filled out on each interested applicant. The interview process and the application, enables the program Administrator to determine the eligibility, and categorize the income levels of the participant under the Tables of Federal Income Levels. This process is conducted for all new participants entering the program. All applicants are on file and periodical reviews are conducted to track any changes in their incomes. Forms for 'Income Documentation Requirements' is also used to further track eligibility of interested clients. A file with all the necessary documentation on each eligible participant will be maintained. These files will be updated with all the required information and forms. The files are labeled with client names, and filed alphabetically in a secured place to maintain confidentiality.

METHOD OF EVALUATING PERFORMANCE AND SUCCESS

Prior to taking ESL classes and Health Education/Health Maintenance/Nutrition Workshops, a needs assessment will be conducted for each participant. During the coursework participants will be evaluated to see what they hve learned throughout the course curriculum; post tests will be conducted at the conclusion of the classes/workshops to determine the students/participants educational attainment.

The monthly submission reports will include a 'CDBG Direct Benefit Activity Report' that will basically detail all income levels, ethnicity, female Head of Households, and participant count. Additionally, the monthly report will include samples of documentation from unduplicated participants, to verify their eligibilities. The Samoan Federation will strive to serve all eligible applicants that seek ESL assistance.

111. FUNDING

The funding requested from CDBG is to ensure continuity and timely expansion of these services to the citizens of Carson. We are requesting \$10,000.

1V. OFFICE ADDRESS & CONTACT
Chief Loa Pele Faletogo, Executive Director
The Samoan Federation of America
404 E. Carson Street
Carson, CA 90745
(310) 834-6404 (310) 210-7301
FAX (310) 835-3871

All activities described in this proposal are to be conducted at the Samoan Federation Office Building, at the address given herein above, unless otherwise advised. The Samoan Federation Office is easily accessible to Disabled Seniors and Veterans.

V. What are you going to do with proposed CDBG funding?

a. How would it assist your program?

The ESL, Health Education components of our program definitely need to be continued. The funding would help tremendously to build and expand these components to better serve this population. Many new arrivals, mostly low-income seniors in the community lack the ability to converse or understand English. The program addresses the difficulty faced by these monolingual new arrivals in Carson, prepare them to adapt to their new home, civic responsibilities, and cultural sensitivity and awareness. Our ESL program also prepare these residents for citizenship. Funding will be used to continue this program.

The Health Education component give an opportunity to low-income and senior participants an up-to-date study of nutritional values, and benefit of exercise and diet. Also cover simple information of common disease such as diabetes, high blood pressure, obesity, and arthritis. These illnesses are very common in the Pacific Islander community. CDBG funding will be used to continue this program.

b.If your program is not funded, how would it impact the population you serve?

It would greatly impair the true needs of this population. Our target population is low-income and senior community. Without funding, to ensure the continuity of this program, they will encounter great hardship in learning to adapt to their new home and environment. Because of their income status, they are unable to get these needed help anywhere else.

c. How do you verify that your program is serving predominantly low-income or moderate level income clientele?

We use Federal Guidelines of Income Levels to determine poverty and eligibility. About 80% of our attendees are receiving public assistance of some level, to include Medi-Cal, Medicaid, and/or food stamps assistance. About 80% of the clients(ESL - 259, Health Seminars (84) we served so far, are in the very-low income category, the other 20% are moderate/low-income. Verification of clientele in our program is easy and straight forward, as all of them are in the target population for CDBG funding.

d. What is the anticipated number of people who will be served if proposal is fully Funded as submitted?

It is estimated that about 600 seniors and low-income residents will be served through the ESL program, Health Education and Nutritional Workshops. The estimated number will include about 100 unduplicated participants and Women Head of Households.

V1: SUBMIT A LIST OF YOUR VOLUNTEERS

- a. Mr. John Fortier (Retired LAUSD Administrator, ESL Instructor, and Program Supervisor,
- b. Chief Loa Pele Faletogo - Former High School Principal, Educational Television Instructor, Retired from U.S. Military, Current Chairman Planning Commission. Facilitate the Inter-generational Cultural Program, provide translation and interpreting for Health Education materials.
- c. Florence Pou - Administrative Assistance - Participants eligibility, files, and records maintenance.
- d. Chief Tuifaiga John Teofilo - Fiscal Agent/Accountant
Spent over 20 years as Accountant for Samoan Federation
- e. Board of Directors (Current Letter Head)

V11: Are there any duplication of services with other providers as far as you know?

No, our program service is unique, in that we really stress cultural sensitivity in group settings, as youths and seniors are involved in a family setting discussion to promote 'respect for the elders'. Seniors will share and teach their recipes, as they discuss the culture, the food and the language. Efforts are really stressed on teaching and learning respect for others and their properties.

V111: Please state your level of volunteerism of program administrators, and board of directors. Do they benefit personally?

The dedicated and loyal program administrative volunteers and volunteer Board of Directors are the backbone of the Samoan Federation. We currently have a core of seven (7) administrative volunteers,

who provide support in the area of counseling, information and referral, tutoring, and educational support services under the direction of the Executive Director. The greatest asset of the Samoan Federation is its volunteer corps. Volunteers have faithfully served the Samoan Federation and the community for many years. The volunteerism on the part of the program administrators and board of directors is not fiscally compensated. On a monthly basis, 640 volunteer hours are expended in support of the services offered by the Samoan Federation.

The Board of Directors is comprised of the following positions>

Please see attached Letter Head.

1X: Are your requesting funding for an expansion of service?

Yes, there is a great identified need for more social programs as ever for our senior citizens, the disabled, and youths. Because of the level of funding available, the current priority is to maintain the continuity of the program. With the availability of funds, we need to slowly expand our cultural sharing programs amongst the various ethnic Seniors and youths in the City of Carson.

THE BUDGET

The following budget reflects the maintenance and expansion of the different components of the program for the fiscal year 2011 - 2012. We are requesting a grant of \$10,000.

A. ESL Component

- | | |
|---|----------|
| 1. Program/Workbooks Development and Reproduction | \$ 400 |
| 2. ESL Delivery (Training) & Administrative | \$ 3,500 |

B. Health Education (Training)

- | | |
|--|--------|
| 1. Maintenance and Nutrition Workshops | |
| 2 Meetings x \$300/meeting | \$ 600 |

- | | |
|---------------------|----------|
| D. Rent & Utilities | \$ 5,500 |
|---------------------|----------|

TOTAL CDBG BUDGET FOR 2011 -2012	\$10,000
---	-----------------

Submitted by:

Chief Loa Pele Faletogo

Executive Director, Samoan Federation of America, Inc.

(310) 210-7301, hc45loa@yahoo.com

SAMOAN FEDERATION OF AMERICA, INC.

404 E. CARSON STREET

CARSON, CA. 90745

(310) 834-6404 (310) 210-7301 FAX (310) 835-3871

H.C. Loa Tua'au Pele Faletogo
President & Executive Director ✓

Executive Treasurer
H.C. Tuifaiga J.K. Teofilo ✓

Board Secretary
Mrs. Florence Pou ✓

Violina P. Brown
Activity Coordinator

Tago Faitau
Council of Chiefs

Fa'apulou P. Faletogo
Sports Coordinator

Loi Lutali
FoodBank

Ganey Tuala Paulo
Board Member

Esera Mamoe
Special Consultant

Ronald Shimokaji
Board Member

Moana Auelua
Seniors Coordinator

John Fortier
CDBG Coordinator ✓

Advisory Council

Lagolemu P. Lutali
Mulitalo Tevaga
Mutiatai Faletogo

SAMOAN FEDERATION OF AMERICA
404 E. CARSON STREET
CARSON, CA. 90745

2009 STATEMENT OF REVENUES AND EXPENSES
(As of December 31st, 2009)

Revenues

1. Government Funds (Grants)			
a. City of Carson CDBG		9,750	-
2. Individual Contributions	-	6,000	
3. Organizational Fundraising	-	43,820	
4. Membership Dues	-	860	
Total Revenues	-	\$ 60,430	

Expenses

1. Compensations	-	\$ 18,000	
2. Benefits & Taxes	-	2,400	
3. Senior Citizens Services	-	15,000	
4. Telephone and Fax	-	2,210	
5. Utilities	-	5,300	
6. Office Supplies	-	2,320	
7. Liability Insurance	-	2,700	
8. Community support	-	5,000	
9. Building Maintenance	-	3,500	
10. Fundraising	-	2,500	
11. Publicity/Promotions	-	1,500	
Total Expenses	-	\$ 60,430	

LISTING OF FUNDING SOURCES & PERCENTAGE OF BUDGET
2008 - 2009 FISCAL YEAR

1. City of Carson	9,750	16%
3. Individual Contributions	6,000	10%
4. Organization Fundraising	43,820	73%
5. Membership Dues	860	1%
	\$ 60,430	100%

SAMOAN FEDERATION OF AMERICA
404 E. CARSON STREET
CARSON, CA. 90745

2010 STATEMENT OF REVENUES AND EXPENSES
(As of December 31, 2010)

Revenues

1. Government Funds (Grants)			
a. City of Carson CDBG		7,000	-
2. Individual Contributions	-	12,000	
3. Organizational Fundraising	-	65,000	
4. Membership Dues	-	1,112	
Total Revenues	-	\$ 85,112	

Expenses

1. Compensations	-	\$ 24,000	
2. Benefits & Taxes	-	4,200	
3. Senior Citizens Services	-	24,000	
4. Telephone and Fax	-	2,300	
5. Utilities	-	4,620	
6. Office Supplies	-	2,900	
7. Liability Insurance	-	3,300	
8. Community support	-	3,000	
9. Building Maintenance	-	5,500	
10. Fundraising	-	3,000	
11. Publicity/Promotions	-	2,500	
12. Scholarship Program	-	5,000	
13. Health Maintenance Seminar	-	792	
Total Expenses	-	\$ 85,112	

LISTING OF FUNDING SOURCES & PERCENTAGE OF BUDGET
2010 FISCAL YEAR

1. City of Carson	7,000	08%
3. Individual Contributions	12,000	15%
4. Organization Fundraising	65,000	76%
5. Membership Dues	1,112	1%
	\$ 85,112	100%

#19

South Bay
Family Health Care



ORIGINAL

December 16, 2010

Office of the City Clerk
Carson City Hall
701 East Carson Street
Carson, California 90745

Dear Sir/Madam:

South Bay Family Health Care (SBFHC) is deeply grateful for past support from the City of Carson. At this time, we respectfully request your renewed support through a grant in the amount of \$15,000 toward our Carson High School Health Clinic (Carson Clinic). Enclosed please find SBFHC's application to the City of Carson for Community Development Block Grant funding. We have included an original and seven copies of our proposal.

If you have any questions regarding the enclosed, please contact me at (310) 802-6177. Thank you for your consideration of our request.

Sincerely,

Jann Hamilton Lee
President & CEO





CITY OF CARSON

Community Development Block Grant—Program Year 2011 (July 1, 2011-June 30, 2012) Public Service Programs—Request/Application for Funding

Part One

1. Organization Name: South Bay Family Health Care (SBFHC)
2. Project/Activity Name: Carson High School Health Clinic (Carson Clinic)
(If different from above)
3. Organization Address: 23430 Hawthorne Blvd., Suite 210, Torrance, CA 90505
4. Organization's DUNS Number: 151190993 (see Request for Proposals for instructions)
5. Brief description of project (examples: employment program, child advocacy program, childcare program, fair housing program, housing rehabilitation program, etc.):
Health services for low-income residents of the City of Carson.
6. Location where program services are to be provided (if different from #3 above):
Carson High School, 22328 Main Street, Carson, CA 90745
7. Contact Person: Jann Hamilton Lee Title: President & CEO
Daytime Telephone: 310.802.6177 FAX: 310.802.6178 E-Mail: jhamiltonlee@sbclinic.org
8. Official(s) authorized to sign agreement (particularly important if DIFFERENT from person indicated in #6 above):
Name: Jann Hamilton Lee Title: President & CEO
Name: Trish Anderson Title: Board Chair
9. Amount of CDBG funds requested for the 2011 Program Year: \$ 15,000
10. How many unduplicated (counting each person only once, not the number of times served) City of Carson residents do you anticipate serving in PY 2011 using the CDBG funds requested?
1,500
11. How many City of Carson residents (counting all visits or contacts) do you anticipate serving in PY 2011 using the CDBG funds requested?
3,000

12. How many persons did your program serve during the period July 1, 2009-June 30, 2010?

1,229

13. How many persons do you anticipate your program will serve during the period July 1, 2010-June 30, 2011?

1,200

14. Have you previously received City of Carson funding?

Yes No

CDBG

X

Non-CDBG funding

(please indicate type/source) _____

X

15. If "yes" to any of the above, identify the amounts received from each source in the space below:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
CDBG	\$10,000	\$ 9,680	\$ 10,000
Other	\$	\$	\$

Part Two

Please include the following in the attached proposal. (Please indicate by checking below which items are included.) If any of the items listed below are missing, please include an explanation of why the items are not or could not be included:

- ☒ Description of how the need was determined (including any supporting data) and how the program will meet the need.
- ☒ Description of the target population and the setting in which it is anticipated that the service will be provided.
- ☒ Description of how your program will track and verify the income status of program beneficiaries.
- ☒ An example of the documentation your program will obtain from program beneficiaries to verify their income status.
- ☒ Description of program goals and objectives, as well as your method for evaluating the performance and success of your program.
- ☒ If your organization does not operate within this City's boundaries, please explain how your program will benefit City of Carson residents.
- ☒ Brief resume noting the expertise or background of the organization (including how long the organization has been in existence) and of the senior staff responsible for the program.
- ☒ List of the organization's officers (such as a board of directors) and of local program and supervisory employees, along with a summary of the background of those individuals.
- ☒ Organization by-laws or charter.
- ☒ Federal non-profit status determination letter [IRS Code 501 (c) (3)].
- ☒ State non-profit status determination letter [State Code 23701 (d)].



- ☒ One (1) page line-item budget detailing the use of CDBG funds requested for the 2011 program year.
- ☒ Full line-item budget of the organization for the 2010 (current) PY (including a listing of funding sources your group receives).
- ☒ Financial statements for the previous two (2) years, including at least one year—the most recent year available—of audited financial statements.

Questions concerning this application or the descriptive proposal should be addressed to Keith Bennett, CDBG Coordinator, 1 Civic Plaza Drive, Suite 500, Carson California 90745, or by phone at (310) 233-4862, or by email at kbennett@carson.ca.us. Submittal of this application, descriptive proposal, and related documentation must be done in accord with the procedure outlined in the attached Request for Proposals (RFP). Applications and proposals must be received no later than 5:00 P. M., Thursday, December 16, 2010, and should be addressed to the Office of the City Clerk, Carson City Hall, 701 East Carson Street, Carson, California 90745. Late and/or substantially incomplete proposals and applications will be rejected. Postmarks, facsimile transmittals, or electronic mail submittals will not be accepted. **There will be no exceptions.**

**PROVIDING ESSENTIAL HEALTH SERVICES TO CARSON RESIDENTS
A PROPOSAL TO THE CITY OF CARSON
IN SUPPORT OF SOUTH BAY FAMILY HEALTH CARE**

INTRODUCTION: South Bay Family Health Care (SBFHC) is deeply grateful to the City of Carson for your generous past support. Prior funding from the City helped us to provide essential direct healthcare services, as well as in-classroom health education, to students at Carson High School, in order to ensure that students from low- and moderate-income homes had access to vital medical care and information. At this time, we request the City of Carson's renewed support through a grant in the amount of \$15,000 towards our Carson High School Health Clinic (Carson Clinic).

STATEMENT OF NEED, INCLUDING HOW NEED WAS DETERMINED: Regular pediatric care is essential for the physical, emotional and developmental well-being of adolescents. Adolescents are in need of both primary healthcare services and effective education in disease prevention.¹ An estimated one in five adolescents has an undetected serious health problem and one in four is at high risk for school failure, delinquency, early unprotected sexual intercourse, or substance abuse.² Lack of health insurance, however, places in jeopardy the health of young people, as it decreases the likelihood of receiving preventive care and vital health-education messages and increases the time before appropriate care is obtained for disease, injury or developmental problems. According to a 2003 study conducted by the Center for Disease Control's National Center for Health Statistics, children without health insurance are *six times more likely to go without needed medical care*. And as a result of failing to receive medical care, uninsured children are more likely to miss school and fall behind. School-based health care clinics and classroom-based curricula have emerged, however, as important settings for delivery of health behavior interventions.³

Two health assessments conducted in the City of Carson led to the creation of our school-based healthcare services in the area. In 1996, an assessment we conducted in collaboration with Carson High School and the City of Carson determined that there was an urgent need for health services — including health and hygiene education, general medical services, pregnancy services and HIV/AIDS education — within the high school system. In 2000, a door-to-door survey conducted by the Health Taskforce of Carson found that 84 percent of residents surveyed felt there was a need for a family health center at a nearby high school and 53 percent indicated that they would take their children to a school-based clinic. During the past decade, as we have continued to provide healthcare services at Carson High School, the need for our services has continued to grow. However, the Carson Clinic remains the only clinic providing essential healthcare services without charge for patients from low- and moderate-income families in the City of Carson. Without the services SBFHC provides at the Carson Clinic, many Carson students would have no regular or dependable source of health care.

¹ Elizabeth A. O'Connor, Jack F. Hollis, Michael R. Polen, Edward Lichtenstein. "Adolescent Health Care Visits: Opportunities for Brief Prevention Messages" Effective Clinical Practice, November/December 1999.

² Ibid.

³ Ibid.

In fact, as we have continue to provide care to students who lack regular care, we also recognize the need for access to regular, dependable care not only among students, but among *all* low-income, under- and uninsured residents in the City of Carson. During a six-year period from April 1, 2000, through July 1, 2006, the population of Carson increased by 4.5 percent (from 89,730 to 93,805).⁴ Nearly one in 10 families in Carson live below poverty level. SBFHC's experience providing high-quality healthcare services to low-income residents in the greater South Bay and Harbor Gateway communities over more than 40 years confirms that access to a wide range of care is a significant need in the City of Carson. And those who have previously lacked access to care typically present with multiple, unaddressed medical conditions and are in need of a wide array of care services to treat existing conditions and promote overall well-being.

To respond to the need to provide services to additional members of the Carson community — and the need to provide additional types of health services — SBFHC plans to expand the Carson Clinic in the coming 2011 year. (Planned clinic expansion is described in further detail, below.)

HOW PROGRAM MEETS NEED: SBFHC helps address the critical need for health services in the Carson community through the provision of primary, preventive, early detection and health-education services to uninsured and low-income students at Carson High School.

Currently, SBFHC's Carson Clinic provides no-cost healthcare services on campus for 20 hours each week throughout the school year, enabling students to receive essential medical care without missing vital class time. Services are provided in our two-room clinic (described in further detail, below). Services available at the clinic include medical exams, family planning services and general medicine, including diagnosis and treatment of ailments such as colds, flues, allergies and asthma. Clinicians also provide age- and culturally appropriate health and nutrition education and education materials during visits, and screen for signs of domestic violence.

In addition to providing essential preventive, early-detection, and health-education services for students who visit the Carson Clinic, SBFHC staff also conduct in-classroom health education seminars to increase access to health education and health care for all Carson High School students. Specifically, seminars are conducted by SBFHC's director of outreach and education, and cover a variety of topics including, for example, nutrition, drug-use prevention, sex education and the risks of HIV/AIDS and other sexually transmitted diseases. In addition, students about the availability of on-campus medical care and the importance of regular health care.

In the latter half of 2011, in partnership with the Los Angeles Unified School District, SBFHC will expand our Carson Clinic to double its current capacity (two rooms, 20 hours/week) to encompass four rooms and operate on a full-time (40 hours/week) basis. In addition, the clinic's target population will expand from its current focus on students at Carson High School to include all residents of the City of Carson. The scope of services we provide will also expand. While

⁴ U.S. Census Bureau: State and County QuickFacts. Data derived from Population Estimates, 2000 Census of Population and Housing. <<http://quickfacts.census.gov/qfd/states/06/0611530.html>>

we will continue to provide medical examinations, family planning services and diagnosis and treatment of common ailments described above, we will also provide the following services, representing a full continuum of primary care: general medicine; chronic-disease diagnosis, treatment and management; women's and men's health services; pediatric care; prenatal care; and integrated behavioral health services.

The following protocols are currently in place — and will continue to be in effect after the expansion is complete: All initial Carson Clinic visits include a full physical examination. Any initial presenting problems are treated promptly, patients are also encouraged to visit one of our organization's larger clinic sites in nearby communities, providing them and their families with a resource for a broader range of follow-up care as needed. (Locations of fixed clinic sites are described in greater detail, below.) If a Carson Clinic clinician detects a health issue that cannot be treated at a SBFHC clinic (e.g. conditions requiring specialty care in cardiology, endocrinology or hematology) the patient is referred to another appropriate provider. (Referrals are made to a variety of healthcare agencies in Southern California, depending on the needs of the patient and the type of insurance coverage, if any, the patient has.) The Carson Clinic is specifically designed to meet the cultural and linguistic needs of our patients. To best serve the high number of patients who are Spanish speakers, the clinic manager and both medical assistants are fluent in both English and Spanish. (In keeping with our commitment to meet the cultural and linguistic needs of our patients, SBFHC will seek to identify and hire highly qualified bilingual medical professionals to staff the expanded clinic.) In addition, all health-education (and promotional/outreach) materials are in English/Spanish, and staff attend ongoing cultural sensitivity trainings.

TARGET POPULATION: As we expand to serve the broader Carson community, Carson Clinic patients will continue to reflect the demographics of this community. The City of Carson is particularly young, diverse and economically disadvantaged: 28 percent of the population is between the ages of 0 and 17 years, 75 percent of the population is drawn from minority communities.⁵ Fifty percent of Carson families speak a language other than English at home.⁶ In addition, nearly 10 percent of families in the city live below the federal poverty level, and the median household income is \$52,284.⁷

With regard to students at Carson High School, the California Department of Education reports that the school served 3,460 students in the 2009-10 academic year, and remains the largest school in the City of Carson.⁸ The student population is ethnically diverse, with 94.2 percent minority students (19.3-percent African American, 0.5-percent American Indian or Alaska Native, 2.1-percent Asian, 22-percent Filipino, 45.6-percent Hispanic or Latino, and 4.7-percent Pacific Islander).⁹ Approximately two of every 10 Carson High School students drop out and do not graduate. In the 2008-09 academic year (the most recent year for which this data is

⁵ Ibid.

⁶ Ibid.

⁷ Ibid.

⁸ California Department of Education. Educational Demographics Unit. <<http://data1.cde.ca.gov/dataquest/>>

⁹ Ibid.

available), approximately 47 percent of campus students participated in free or reduced-cost lunch programs, indicating a significant number of students living in low- or moderate-income households.¹⁰ By providing health services on campus, the Carson Clinic directly benefits low- and moderate-income Carson residents. During the 2009-10 program year, 100 percent of students served at the clinic came from homes living at or below 200 percent of federal poverty level.

SBFHC's patients from the City of Carson face many of the challenges inherent in low-income urban settings, including overcrowded living conditions, substandard housing, high rates of under- and unemployment, low levels of adult literacy and formal education, and unequal access to health care and social services. (Unequal physical access to health care, based on location and lack of available services, is further exacerbated by unequal financial access.) Because our patients lack access to health care and the resources and education they need to practice healthful habits, their health is in jeopardy. As a result, many patients have multiple health conditions by the time they turn to us — conditions that, in most cases, have not been addressed and have compounded over time.

SETTING IN WHICH SERVICES WILL BE PROVIDED: The Carson Clinic is located in the City of Carson on the Carson High School campus. Because we provide health services *on campus*, Carson High School students receive essential medical care without having to travel to another location and with minimal interference to their class schedule. Carson Clinic facilities currently include two fully-appointed exam rooms and a waiting area. However, as mentioned above, the clinic will expand during the latter half of 2011. The new clinic facility will entail an expansion of the existing building to include four exam rooms and a waiting area. The clinic will have its own dedicated parking, as well as a street entrance and a campus entrance, which will ensure that it is readily accessible by community members at large as well as by students at the campus, respectively.

TRACKING AND VERIFYING THE INCOME STATUS OF PROGRAM BENEFICIARIES: As a past and current grantee of CDBG funding from the City, SBFHC already has in place a process in place to measure — and report on — the amount of assistance provided to Carson residents. Financial status is tracked in order to ensure our program provides service to Carson residents whose household incomes are not more than 80 percent of the median income, adjusted for family size, of Los Angeles County. An information form is generated for all students seeking care that documents their residency, household income level, household type, race and ethnicity, type of assistance and outcome of assistance provided. Information is compiled and reported to the City of Carson each month. For further detail, please see attached examples of participant income-verification forms.

AN EXAMPLE OF THE DOCUMENTATION TO BE OBTAINED FROM PROGRAM PARTICIPANTS: Please see attached examples of documentation SBFHC will obtain from program participants to verify income status.

¹⁰ Ibid.

GOALS AND OBJECTIVES: The overarching goal of the Carson Clinic is to ensure the overall well-being of low- and moderate-income Carson residents through the provision of essential medical care and health education services. To accomplish this goal, we will provide approximately 3,000 medical visits to Carson residents and 37 hours of in-classroom health education seminars during the 2011-12 Program Year.

During the 2011-12 Program Year, SBFHC expects to achieve the following measurable outcomes:

- Provide a range of essential services, including medical examinations, immunizations, treatment for existing conditions and appropriate referrals for continued care to 1,500 patients through 3,000 visits at SBFHC's Carson Clinic.
- Provide 37 hours of in-classroom health education seminars.
- Provide 100 percent of clinic patients with age- and culturally appropriate, bilingual health education and health education materials to promote overall health and well-being.
- Ensure that 100 percent of clinic patients returning for care receive appropriate treatment to improve their overall health and reduce risk of complications.
- Ensure that 100 percent of clinic patients with medical conditions requiring further treatment will be identified and scheduled for follow-up care.
- Ensure that 100 percent of clinic patients who require advanced medical services, not provided at the Carson Clinic, will receive referrals to appropriate resources — either at SBFHC or in the community.

METHOD FOR EVALUATING THE PERFORMANCE AND SUCCESS OF OUR PROGRAM: SBFHC's multifaceted quality assurance program tracks progress and helps ensure that objectives are met. Program and executive staff meet monthly to assess findings and to address client issues to ensure that services are provided in a quality-controlled environment, in accordance with best practices. Specific efforts to measure achievement of desired objectives listed above include: (1) Periodic patient file review, through which we track implementation of protocols, patient compliance, and provision of Carson Clinic health services; (2) Solicitation of patient feedback regarding provision of services and personal health outcomes; and (3) Quarterly reports, which track the number of patients that receive medical care, as well as the types of services provided, insurance enrollment assistance provided, and health education materials disseminated, for example.

BENEFITING CITY OF CARSON RESIDENTS: The Carson Clinic is located on the campus of Carson High School, which is located within the boundaries of the City of Carson. The Carson Clinic provides programs and services that directly benefit residents of the City of Carson.

AGENCY EXPERTISE AND BACKGROUND: Founded in 1969, SBFHC is a 501(c)(3) nonprofit medical center and federally qualified health center (FQHC), dedicated to providing high-quality healthcare services to economically disadvantaged and uninsured residents of the South Bay and Harbor Gateway communities in Los Angeles County. SBFHC's *mission* is to provide access to quality health care for individuals and families, regardless of ability to pay.



Over the years, SBFHC has expanded significantly from a single storefront location to become one of the largest providers of safety-net medical and dental care in the nation. Today, we provide services at three full-service clinic facilities and also operate an ob-gyn clinic, a mobile health clinic and the school-based clinic toward which we seek your support. Our service sites are located in easily accessible locations across the service area. Our Gardena clinic opened in 1980 and doubled in capacity in 2002. Our Redondo Beach clinic opened in 1999. Our Dr. Claudia Hampton Clinic in Inglewood opened in 2003. Our ob/gyn satellite clinic, acquired in July 2007, is also located in Inglewood. In April 2008, we launched Healthy Kids Express, a mobile health services program that serves students of the Hawthorne School District. As noted above, since 1999, SBFHC has also provided health services on the campus of Carson High School.

SBFHC offers a continuum of care on an ongoing basis. The wide range of health-related services SBFHC provides is unmatched by other programs serving the same population. Specific healthcare services we provide include adult medical care, pediatric care, chronic-disease management, women's and men's health services, family planning, prenatal care, dental care, integrated behavioral health services, health education, and ancillary services. In addition, our formal partnerships with specialty providers and healthcare agencies in areas such as cardiology, endocrinology and hematology, for example, further enhance our ability to meet the needs of under- and uninsured patients. SBFHC is also on the leading edge of health information technology among community clinics in Los Angeles County. Building on an already strong technological infrastructure, we are in the process of implementing electronic health records (EHR) at all of our clinic sites, for example.

In 2003, SBFHC was designated an FQHC under section 330 of the Public Health Service Act. This designation confirms that we provide healthcare services to medically underserved patients, and our services and administration meet rigorous federal guidelines. In 2008, SBFHC was named one of the California Community Foundation's top-performing nonprofits, recommended for our outstanding performance, impact and financial efficiency. During fiscal year 2009-10, SBFHC provided care to more than 25,000 patients through more than 70,000 visits.

In addition to our work within the City of Carson, SBFHC receives funding through the Community Development Block Grant Program for the cities of Manhattan Beach, Redondo Beach, Hawthorne and Palos Verdes.

We have provided health care at the Carson Clinic since we opened the clinic in 1999 to respond to an overwhelming community need. Over more than 10 years, we have not only *continued to provide high-quality, free healthcare* services and education to high school students, but we have *expanded and improved* our clinic services. In 1999, when the Carson Clinic opened, SBFHC provided 12 hours/week of healthcare services, and has now expanded to provide 20 hours/week of service, for example. Building on this work, as well as our background and experience providing a full range of primary care services to low-income families and individuals throughout the greater South Bay and Harbor Gateway communities, the Carson Clinic will expand further in the coming year. As described above, the Carson Clinic will become a full-time provider of a full continuum of primary care services, open to Carson residents, regardless of ability to pay.

ORGANIZATIONS OFFICERS, LOCAL PROGRAM AND SUPERVISORY EMPLOYEES: SBFHC is governed by a 14-member board of directors, comprised of community leaders with expertise in such areas as health care, public health, law, management, business and government. The board of directors holds regular monthly meetings, and special meetings of the board for any purpose may be held as needed. The board is responsible for overall governance, guidance and support of the agency, including strategic planning, overall evaluation of programs, supervision and evaluation of the president/CEO, budget approval and finance, and assistance with fund development. There are three standing committees of the board: Finance Committee, Quality-improvement Committee and Audit Committee. (Please see attached board roster for names and professional affiliations of SBFHC's board members.)

A team of highly qualified and motivated medical professionals staff SBFHC's programs. In keeping with the diverse cultural and linguistic needs of our patients, the majority of our staff and many of our volunteer corps — including all medical assistants, appointment schedulers, receptionists and intake workers — are bilingual in English and Spanish and come from a variety of cultural backgrounds. SBFHC's programs and services are directed and supervised by the following individuals:

Jann Hamilton Lee, president and CEO of South Bay Family Health Care, has more than 20 years of experience in healthcare management. At SBFHC, she reports directly to the board of directors and heads the executive team, which consists of the chief operations officer, chief financial officer, director of patient information management and medical director. The responsibility of the executive team is to manage, maintain and operate all SBFHC clinic sites. Ms. Hamilton Lee previously held administrative and management positions with both for-profit and nonprofit organizations. She is a member of the board of directors (and past president of the board) for the Community Clinic Association of Los Angeles County — which includes 40 free and community clinic members, operating more than 100 clinical sites and providing care through more than one million patient visits each year throughout Los Angeles County. In addition, she serves on a number of agency and advisory boards including those of Marina Del Rey Hospital, Healthcare LA IPA, UCLA/Rand Center for Adolescent Health and the Harbor Gateway Chamber of Commerce. Ms. Hamilton Lee holds a master's degree in health administration and an undergraduate degree in psychology.

Ann Allard, chief operations officer, is responsible for the day-to-day operations of our programs. Ms. Allard oversees all service provision and manages information systems utilized to improve access to and evaluation of our services. Ms. Allard has more than 20 years of experience increasing access of low-income patients to quality health services, from her time as center manager at Planned Parenthood and clinic coordinator at JWCH Institute, Inc. (an organization providing health care to homeless patients), to her current work with SBFHC. Ms. Allard holds a bachelor's degree in history and communications from the University of California, San Diego.

Diana Concannon, PsyD, chief compliance officer, has been with SBFHC for more than 10 years. She is responsible for management, program development and strategic planning

related to our health-information technology, human-resources, risk-management and behavioral-health operations. She obtained her doctorate in clinical psychology from Alliant International University, California School of Professional Psychology, holds a master's degree in applied psychology from the University of Santa Monica, and is an active member of the American Psychological Association.

Raymond Yonke, chief financial officer, oversees SBFHC's accounting department and is responsible for financial oversight of all SBFHC projects and programs. Mr. Yonke has more than 40 years' experience in business and finance, including serving as a senior audit engagement partner at Coopers & Lybrand. A certified public accountant, he earned his bachelor's of science degree from the University of California, Berkeley.

Michael Yu, MD, medical director, joined SBFHC as a family practice physician in 2005. Now, as medical director, Dr. Yu oversees SBFHC's multifaceted quality-assurance program, which helps track progress of all SBFHC programs toward established objectives. Specific evaluation methods he employs include periodic chart review to track provision of services and patient outcomes; review of patient feedback; review of monthly reports regarding patient services and outcomes; regular tracking of health-education materials; and pre- and post-training surveys to measure improvements in staff knowledge/ability. Dr. Yu received his medical degree from Loma Linda School of Medicine in 2001, and completed his residency at Los Angeles County Harbor-UCLA Medical Center in 2005 (where he served as chief resident in family medicine).

Local program staff who oversee and operate the Carson Clinic include the following individuals:

Lorno O'Campo-Tatel, RN, is a registered nurse and student nurse practitioner with a background in acute patient care, staff development and family advocacy. Ms. O'Campo-Tatel is supervised by Dr. Michael Yu, MD, regarding clinical duties, and SBFHC's chief operations officer, regarding administrative matters.

Brooke McIntyre-Tuley, director of outreach education and volunteers, is responsible for SBFHC's outreach and education efforts. Ms. McIntyre-Tuley has served SBFHC in various capacities for more than 25 years. Currently, she provides in-classroom health-education seminars for students at Carson High School. As noted above, seminars cover topics including nutrition, drug-use prevention, sex education and the risks of HIV/AIDS and other sexually transmitted diseases, among other topics, and inform students regarding the availability of health services on campus and the importance of regular healthcare.

The Carson Clinic's staff also includes two part-time medical assistants, both of whom are bilingual in English and Spanish.

In the coming year, as the Carson Clinic expands, we will increase its staffing to 2 full time exempt (FTE) clinicians, 2.5 FTE medical assistants, .5 FTE health educator, an intake coordinator, an outtake coordinator, director of outreach and education and a clinic manager. In accordance with our ongoing practices, SBFHC will seek to hire highly qualified and motivated professionals who will meet the diverse cultural and linguistic needs of our patients.

CONCLUSION: Thank you for the opportunity to present this request for funding consideration. We hope that the City of Carson will partner with us once again in our important work. Your involvement will help us to sustain and expand access to health care and preventive and health-education services in the City of Carson. Your support will help us serve low- and very-low-income Carson residents — who otherwise lack access to medical care and who rely on us to meet their immediate healthcare needs. Thank you again for your consideration of a partnership with us.

ORGANIZATION'S BY-LAWS OR CHARTER: Please see attached organizational by laws.

FEDERAL NON-PROFIT STATUS DETERMINATION LETTER [IRS CODE 501 (C)(3)]: Please see attached IRS 501(c)(3) determination letter.

STATE NON-PROFIT DETERMINATION LETTER [STATE CODE 23701 (D)]: Please see attached State of California Franchise Tax Board letter.

ONE-PAGE LINE-ITEM BUDGET DETAILING THE USE OF CDBG FUNDS REQUESTED FOR THE 2011 PROGRAM YEAR: Please see attached one-page, line-item budget detailing the use of CDBG funds requested. SBFHC requests funding in the amount of \$15,000 towards our Carson Clinic.

FULL LINE-ITEM BUDGET OF THE ORGANIZATION FOR THE 2010 (CURRENT) PY (INCLUDING A LISTING OF ANY OTHER FUNDING SOURCES YOUR GROUP RECEIVES): Please see attached line-item budget for SBFHC's current (2010-11) program year and a separate listing of other funding SBFHC has received this year to date.

FINANCIAL STATEMENTS FOR THE PREVIOUS TWO YEARS: Please see attached audited financial statements for the 2008-09 and 2009-10 fiscal years.



Appointments (310) 802-6170

2114 Artesia Blvd.
Redondo Beach, CA 90278

742 W. Gardena Blvd.
Gardena, CA 90247

1091 S. La Brea Avenue
Inglewood, CA 90301

This acknowledgement is to be filled out by patients whose medical services are provided by South Bay Family HealthCare Center and/or paid by the EAPC, CHDP, FAMPACT, Medi-Cal and PPP (Los Angeles County) Programs after April 14, 2003, and a copy kept in the client's file/record.

ACKNOWLEDGEMENT

My signature below shows that I have been made aware of South Bay Family HealthCare Center's and/or the EAPC, CHDP, FamFact, Medi-Cal and PPP (Los Angeles County) Program Notice of Privacy Practices. I have also been made aware that I can receive a copy of these Practices upon request.

Name of Patient

Signature of Patient or Legal Guardian

Date

If signed by Legal Guardian, the relationship to the patient:

☐ Acknowledgment refused:

Reasons for refusal:

Patient Name: _____

Date: _____

<u>Public/Private Partnership Program</u>	
<u>Revised 7/17/03</u>	
<u># Family</u>	<u>Net Monthly Income</u>
<u>In Home</u>	<u>in dollars</u>
1 @ or <	1,158
2 @ or <	1,558
3 @ or <	1,958
4 @ or <	2,358
5 @ or <	2,758
6 @ or <	3,158
7 @ or <	3,558
8 @ or <	3,958
9 @ or <	4,358
10 @ or <	4,758
More than 10 members add \$400	

CDBG (Community Grant)		
Revised 3/1/04		
# Family	Annual Income	
In Home	in dollars	
1	36,700	
2	41,900	
3	47,150	
4	52,400	
5	58,600	
6	60,800	
7	65,000	
8	69,150	

Expanded Access to Primary Care (EAPC)		
Revised 2/8/03		
# Family	Monthly Income	Annual In-
In Home	in dollars	in dolla
1	1,734	20
2	2,334	28
3	2,934	35
4	3,534	42
5	4,134	49
6	4,734	56
7	5,334	64
8	5,934	71
9	6,534	78
10	7,134	85

BCHD		
Revised 8/1/04		
# Family	Annual Income	
In Home	in dollars	
1	31,800	
2	38,100	
3	40,800	
4	46,100	
5	48,750	
6	52,350	
7	55,950	
8	59,550	

Family P.A.C.T		
Revised 2/8/03		
# Family	Monthly Income	Annual Inc
In Home	in dollars	in dollar
1	1,734	20
2	2,334	28
3	2,934	35
4	3,534	42
5	4,134	49
6	4,734	56
7	5,334	64
8	5,934	71
9	6,534	78
10	7,134	85

GNHP		
Revised 8/25/03		
# Family	Monthly Income	Annual Income
In Home	in dollars	in dollars
1	1,734	20,800
2	2,334	28,000
3	3,934	38,200
4	3,534	42,400
5	4,134	49,600
6	4,734	56,800
7	5,334	64,000
8	5,934	71,200
9	6,534	78,400
10	7,134	85,600

Presumptive Eligibility (PE)		
Revised 2/8/03		
# Family	Monthly Income	Annual Inco
In Home	in dollars	in dollar
2	2,334	28,0
3	2,934	35,2
4	3,534	42,4
5	4,134	49,6
6	4,734	56,8
7	5,334	64,0
8	5,934	71,2
9	6,534	78,4
10	7,134	85,6

I certify I do not currently have Medi-cal, Medicare or Private Health Insurance. I further certify and declare under penalty of perjury that I understand this form and the information provided is true, correct and complete.

Signature: _____

Patient or Guardian (if patient is a minor)

Date: _____

Patient ID Sticker

Household Income _____ Family Size _____

Date: _____

Intake Staff Signature: _____

Print Name: _____

(Info. Reviewed to include Name, DOB, acct #)

Checkout Staff Signature: _____

Print Name: _____

(Info. Reviewed to include Name, DOB, acct #)

COUNTY OF LOS ANGELES - DEPARTMENT OF HEALTH SERVICES
PUBLIC-PRIVATE PARTNERSHIP (PPP) PROGRAM
CERTIFICATION OF INDIGENCY

SECTION A. PATIENT INFORMATION

Patient Name: _____

Patient Address: _____

Medical Record # _____

Acct. # _____

Visit Date: _____

* Required to satisfy County indigency policy. If homeless, Affidavit of Residency is required.

SECTION B. HOUSEHOLD/INCOME INFORMATION

Total Number of Family Members Living in the Home: _____

Total Net Family Income: _____

= Net family monthly income means the income received by the patient and the patient's responsible relatives (see line 1).

SECTION C. PATIENT CERTIFICATION

I certify that, as of today's date, I, (or patient), do/does not have Medi-Cal, Medicare, or private health insurance. During the next twelve (12) months, if a change in my health care coverage, family size, or net family income later occurs, I promise to immediately report that fact to my Public-Private Partnership (PPP) provider.

I further certify and declare under penalty of perjury under the laws of the State of California that the information I have provided is true and complete. I understand that a random number of patients will be asked later for proof of some or all of the information used for this certification and that a credit check may be done. I understand that I am expected to save documents I might have that would help prove that what I said today is true; (for example, copies of pay stubs, income tax returns, bank statements, property statements, receipts, etc.), for 12 months from the date of this certification. If I am asked for these documents in the next 12 months, I will have 20 days to mail or bring the information to the facility or to give some other acceptable verification. If I am asked for this proof and don't provide it, I may be held responsible for the full charges for my medical care.

Patient/Responsible Relative Signature: _____

Date: _____

SECTION D. INDIGENCY DETERMINATION

Patient is indigent

Yes ☐No ☐

County/Partner Reviewer: _____

Date: _____

EFFECTIVE JULY 1, 2007

**SOUTH BAY FAMILY HEALTH CARE
BOARD OF DIRECTORS
2010-2011**

Trish Anderson
Principal, TMA Consulting LLC

Rus Billimoria
Senior Director of Medical Management, L.A. Care Health Plan

Mike Garcia
Owner, Enviroscape

Valeria Green
Community Volunteer

Florence Guerrero
District Director, State Senator Edward Vincent

J. Gregory Hull
Retired CPA

Mark Kawa
Attorney at Law, Law Office of Mark T. Kawa

Gary Lane
President/Owner, Lane Building Designs

Graciela Meibar
Vice President of Global Sales Training and Global Diversity, Mattel

Marianne Propst
Former Director of Marketing Communications, Secure Horizons Of California

Beverly Ricci
Former Vice President of Business Development, Med3000; Community Volunteer

Elliott Smith
Community Volunteer

Kim Townsend
Hairstylist, Community Volunteer

Wilma Hooks Wilson
Community Volunteer

SBFHC is governed by a 14-member board of directors, comprised of community leaders with expertise in such areas as health care, public health, law, management, business and government. The board of directors holds regular monthly meetings, and special meetings of the board for any purpose may be held as needed. The board is responsible for overall governance, guidance and support of the agency, including strategic planning, overall evaluation of programs, supervision and evaluation of the president/CEO, budget approval and finance, and assistance with fund development. There are three standing committees of the board: finance committee, quality-improvement committee and audit committee. SBFHC's president and CEO reports directly to the board of directors.

SBFHC
CDBG CARSON
BUDGET FOR 2011-2012

	CDBG FTE	PROGRAM COST	AMOUNT REQUESTED
PERSONNEL COST			
Director for Outreach @ \$6,850/MO X 12 MOS.	9%	12,330	1,110
Nurse Practitioner @ \$44/HR x 20hrs per week x 52 weeks	12%	45,760	5,491
Nurse Practitioner @ \$41/HR x 20hrs per week x 52 weeks	0%	42,640	-
Physician @ \$10500/MO X 12 MOS.	0%	126,000	-
Clinic Manager @ \$3920/MO X 12 MOS.	0%	47,000	-
Medical Assistant @ \$15.75/hr x 20hrs per week x 52 weeks	15%	16,380	2,456
Medical Assistant @ \$17.75/hr x 20hrs per week x 52 weeks	15%	18,460	2,770
Outake Coordinator @ \$11.50/hr x 40hrs per week x 52 weeks	0%	23,920	-
Intake Coordinator @ \$11.50/hr x 40hrs per week x 52 weeks	0%	23,920	-
Medical Assistant @ \$12.50/hr x 40hrs per week x 52 weeks	0%	26,000	-
Medical Assistant/Health Educator @ \$12.50/hr x 40hrs per week x 52 weeks	0%	26,000	-
Total		408,410	11,828
Benefits @ 24%		98,018	2,839
Total Personnel Cost		506,428	14,667
DIRECT OPERATING COST			
Medical Supplies		10,000	
Charts And Office Supplies		3,000	
Telephone and Internet Cost	12%	2,784	333
Facility Maintenance		2,500	
Utilities		4,200	-
Dispensary		15,000	-
Lab Test		7,500	-
Total Operating Expenses		44,984	333
TOTAL PROGRAM BUDGET		551,412	15,000

**South Bay Family Health Care
Agency Budget
Fiscal Year 2010-11**

REVENUE	Fee for Service	\$ 5,986,500
	Contracts	2,969,400
	Foundations and Corporations	972,800
	Special Events	155,000
	Community Groups and Combined Funds	256,100
	Individual Donors	144,000
	Other	30,000
	Total Revenue	\$ 10,513,800

EXPENSES	Personnel Expenses	
	Compensation	\$ 6,220,000
	Tenens Locum	-
	Benefits and taxes 21%	1,306,200
	Total Personnel Expenses	7,526,200

Non-personnel Expenses

Dispensary	300,000
Duplication & Printing	70,000
Emergency Client Services	4,000
Facility Maintenance	310,000
Health Ed. Materials	8,000
Incentives	12,000
Insurance	84,000
Labs	210,000
License & Fees	12,000
Medical Supplies	250,000
Meeting Expense	10,000
Memberships	70,000
MIS Expense	100,000
Misc. Expense	4,000
Office Supplies	90,000
Postage	26,000
Property Taxes	18,000
Public Relations	24,000
Rent	440,000
Equipment lease/maintenance	12,000
Social Svcs Subcontractors	84,000
Special Events	85,000
Special Projects Consultants	150,000
Staff & Vol. Recog.	6,000
Staff Recruiting	6,000
Staff Training	18,000
Staff Travel	10,000
Storage	14,000
Telephone	130,000
Utilities	84,100
X-Rays	10,000
Legal and professional	36,000
Bank charges	4,500
Interest expense	72,000
Depreciation	224,000
Total Non-personnel Expenses	2,987,600
Total Expenses	10,513,800

South Bay Family Health Care
Fiscal Year 2010-2011
(July 1, 2010 through June 30, 2011)
Foundation Funding
(TO ACCOMPANY 2009-10 AGENCY BUDGET)

In addition to receiving reimbursements from existing funding sources and fees for service, SBFHC revenue includes contributions from the following funding sources:

FUNDED	Grant Purpose	Amount Funded	Notes
Blue Shield of California Foundation	General Operations	\$40,000	
California Community Foundation	General Operations (Inglewood Clinic)	\$150,000	Total \$300,000 multi-year grant.
California Community Foundation	General Operations (Inglewood Clinic)	\$287,333	Total \$574,666 multi-year grant.
California Primary Care Association	Healthy Kids Express	\$25,000	
Kaiser Permanente South Bay Medical Center	General Operations	\$18,392	
Kaiser Permanente South Bay Medical Center	AIDS/HIV	\$7,500	
Kaiser Permanente West Los Angeles Medical Center	General Operations (Inglewood Clinic)	\$10,000	
L.A. Care Health Plan	Technology Enhancements	\$10,000	
United Way	General Operations	\$71,250	
Ahmanson Foundation	EHR Readiness	\$58,000	
The California Wellness Foundation	Core Operations	\$58,000	Total \$175,000 multi-year grant.
TOTAL SECURED FOUNDATION FUNDING		\$735,475	

PENDING	Grant Purpose	Amount Pending	Notes
Binder Foundation	General Operations	\$20,000	
CVS Caremark Charitable Trust	General Operations	\$50,000	
Joseph Drown Foundation	General Operations	\$25,000	
Nordstrom Corporate Contributions	General Operations	\$10,000	
Northrop Grumman Corporate Contributions	General Operations	\$10,000	
Pfaffinger Foundation	General Operations	\$20,000	
Ralph M. Parsons Foundation	General Operations	\$100,000	
Rite Aid Foundation	HKE	\$10,000	
Roy E. Crummer Foundation	General Operations	\$10,000	
Sandpipers	General Operations	\$2,500	
Swanton Foundation	Healthy Kids Express	\$10,000	
Wasserman Foundation	General Operations	\$25,000	
TOTAL PENDING FOUNDATION FUNDING		\$292,500	