



Community Development Department • 500 Castro Street • Post Office Box 7540 • Mountain View, California 94039-7540
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November 19, 2010

(Confidential information redacted)

Application Packet for Fiscal Year 2011-12 Funding Cycle

RE: Fiscal Year 2011-12 CDBG/HOME Funding Cycle

Enclosed is an application package for agencies seeking Fiscal Year (FY) 2011-12 funding for public service programs and capital projects. The application packet is for available FY 2011-12 federal Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds. Local funds may also be available, subject to City Council discretion.

The City administers a two-year funding cycle for public service programs, so public service programs awarded funding for Fiscal Year 2011-12 will continue to be funded in Fiscal Year 2012-13, based on satisfactory performance and funding availability.

Information is not yet available regarding the exact amounts of CDBG and HOME funding the City will receive from HUD to allocate during Fiscal Year 2011-12. We will provide this information under separate cover once it is available. It is anticipated that about \$110,000 in CDBG funds will be available for public service programs. Approximately \$490,000 in CDBG is estimated to be available for capital projects and \$1.3 million in HOME funds is expected to be available for affordable housing activities.

Applications are due no later than 5:00 p.m. on January 7, 2011 at the address listed above, attention “Regina Adams”. One complete application packet is required for each activity proposed for funding. Duplicate copies of the application are not required.

The following materials are included for your use and reference in completing the application:

- Exhibit A – The CDBG and HOME Program Citizen Participation Plan that describes the funding process.
- Exhibit B – A summary of eligible CDBG Program activities that lists the federal income limits for low income households.
- Exhibit C – A listing of the assessment factors that will be used in evaluating the proposals.
- Exhibit D – 2010-15 Consolidated Plan Goals and Objectives.
- Exhibit E – Public Hearing Schedule for the Fiscal Year 2011-12 CDBG/HOME Funding Cycle.

Please feel free to contact me at regina.adams@mountainview.gov or **650-903-6049** if you intend to request funding for a new activity, would like to request a copy of the application packet via email, or have general questions about the funding process. An electronic copy of the funding application is available at http://www.ci.mtnview.ca.us/city_hall/community_development/preservation/cdbg_n_home.asp.

Sincerely,

Regina Adams
Senior Planner

Community Development Block Grant/HOME Investment Partnership Program Application
City of Mountain View
Fiscal Year 2011/2012

SECTION 2: PROJECT INFORMATION

A. Project Overview and Target Population

Please attach additional sheet(s) if necessary.

1. In detail, describe the services/activities (project) for which you are requesting funding. Also describe how the requested funds would be used for the project.

Alpha Omega (AO) provides comprehensive case management services to local residents who are currently unhoused. In line with the City of Mountain View's support of the "Housing First" model, AO focuses on activities that help people secure permanent affordable housing. AO staff conduct outreach efforts to find homeless individuals and families, then to help them obtain benefits (such as Social Security Disability Insurance, Supplemental Security Income, General Assistance, and food stamps), services (such as vocational training and legal services), health care, and employment. Funds from the City of Mountain View would pay for part of the salaries of CSA's Alpha Omega Homeless Services staff.

2. Describe the need(s) that the proposed project addresses and its community impact.

Homeless services were identified as one of the top three community services needs for northern Santa Clara County during the 2009 countywide Consolidated Plan workshops. In its Five-Year Strategic Plan, the City of Mountain View recognized the urgency of this need by committing to supporting activities to end homelessness. Because research has shown that the transition from living on the streets to having permanent housing can be difficult, the Alpha Omega case manager works with clients for at least 3 months after they obtain housing to help ensure that they stay in their new homes. Without City funding, this vital program would be in jeopardy due to limited public and private funding to support case management services not directly tied to the development of affordable housing.

3. Describe the project's target population, including client eligibility requirements. Discuss how and if they are an at-risk and/or under-served population.

The target population for Alpha Omega is unhoused persons, primarily in Mountain View. The 2009 Santa Clara County Homeless Census and Survey (Homeless Census), found 7,086 homeless individuals (as defined by HUD) within the county in a two-day count in January 2009. This census counted 76 homeless individuals within Mountain View, but people who are homeless are difficult to count and are very transient, so that number does not accurately reflect the demand for CSA's Alpha Omega Homeless Services. In FY2009-2010, Alpha Omega served xxx unduplicated people, xxx of whom identified themselves as Mountain View residents—and demand so far in FY2010-11 has been even higher.

4. What other private or government organizations are now or will be addressing the same needs identified herein? Explain how the proposed project augments rather than duplicates the services of other organizations. Describe how your agency collaborates with other service providers.

CSA partners with a wide range of governmental and non-governmental agencies to reach and assist homeless individuals and families. CSA is a member of the Santa Clara County Collaborative on Affordable Housing and Homelessness, a countywide collaborative that works to implement the strategies and action steps of Santa Clara County's 10-Year Plan to End Chronic Homelessness. AO staff also coordinate closely with other CSA employees to identify potential clients and share resources that could benefit clients. For example, CSA's Food and Nutrition Center prepares food bags tailored for people who do not yet have their own cooking facilities. These bags include items such as prepared sandwiches, soup and stew cups that can be microwaved at CSA, and energy bars. Older AO clients are also eligible for CSA's Senior Nutrition Program at the Mountain View Senior Center.

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B. Project Administration and Monitoring

1. Briefly describe your agency’s mission and history. Include a description of your agency’s experience in providing the proposed services/activities.

CSA is the community’s safety net, providing critical support services that preserve and promote stability, self-reliance, and dignity. We have collaborated with other health and social service agencies for more than 50 years to serve low-income families, seniors, and the homeless. We have operated the Alpha Omega program continuously since 1989. At first a shelter program, AO evolved into case management services in 2006 to put into practice the proven “Housing First” model for serving the homeless.

2. How will the effectiveness of your project be measured? Over what time frame(s)?

The AO case manager works with each client to develop time-specific, measurable goals. Each client’s progress in meeting those goals is documented in the case record, with data entered into CSA and county (HMIS) databases. An annual peer record review assesses the effectiveness of AO services, and monthly statistical reports are sent to the Alpha Omega Task Force (a group of community advocates who support the program). See Attachment A for specific program outcome goals.

3. Use the table and space below to briefly describe how the proposed service/activity will be managed and administered, including proposed staff time and staff functions.

Position Title	Program/Project	Total Annual Salary	Total Hours Per Week	CDBG % Time	CDBG Salary
Coordinator	Alpha Omega	\$xxx	xx	xx%	\$xxx
Case Manager	Alpha Omega	\$xxx	xx	xx%	\$xxx

4. Describe your written policies and/or established procedures for ensuring persons with disabilities and/or limited English proficiency have access to the services or activities associated with your funding request.

The CSA facility is accessible, and we are committed to outreach to wherever homeless people are living. AO staff take information, health kits, and lunch bags to homeless encampments, the Sunnyvale armory, etc. The main languages of Alpha Omega clients are English and Spanish, so our intake and application materials are available in both languages. Also, several fulltime CSA staff members are bilingual English/Spanish.

5. Explain how your agency collects income and race/ethnicity data.

Case managers fill out an Alpha Omega intake form that includes basic questions about income and ethnicity. AO staff also use the county’s HMIS form, data from which is entered into the HMIS database.

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C. Consolidated Plan Goals

Please indicate which Consolidated Plan Goal(s) will be met by the Project and briefly describe how your Project/Activity meets the Goal(s).

- Goal #1:** Assist in the creation and preservation of affordable housing for lower-income and special needs households
- Goal #2:** Support activities to end homelessness
- Goal #3:** Support activities that provide basic services
- Goal #4:** Support activities that eliminate blight, and/or strengthen neighborhoods
- Goal #5:** Promote fair housing choice
- Goal #6:** Expand economic opportunities for low-income households
- Goal #7:** Promote environmental sustainability

Supporting activities to end homelessness is Goal #2 in Mountain View’s Consolidated Plan. The Alpha Omega Homeless Services program falls perfectly under Action 2D of that goal: “Continue to provide funding and support for programs and services to homeless persons and families and those at-risk of becoming homeless.” By supporting the Housing First model, AO offers the most cost-effective and proven approach to ending the cycle of homelessness.

D. HUD Performance Measures

HUD requires that recipients of federal funding assess the outcomes of their programs. Please identify which HUD objective and HUD outcome will be addressed by this project.

Objectives (Choose one)

- Objective #1: Creates a suitable living environment.** This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy or elderly health services.
- Objective #2: Provides decent housing.** This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.
- Objective #3: Creates economic opportunity.** This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

Outcomes (Choose one)

- Outcome #1: Improve availability/accessibility.** This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.
- Outcome #2: Improve affordability.** This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- Outcome #3: Improve sustainability.** This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.