

**MARIN COUNTY COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) PROPOSAL  
2014-15**

RS-4

**1. Project Name: Marin City – Senior Fitness Walking Groups (for Seniors & the Disabled Golden Gate Village) 2. Total Amount Requested: \$5,000.00**

**Project Sponsor: LIFT - Levantate**

**Contact Person: Richard Waxman**

**Title: Executive Director**

**Mailing Address:**

P O Box 6799  
San Rafael, CA 94903

**Telephone: 415-507-1564 Ext.**

**Fax: (415) 524-2837**

**E-mail: richardwaxman@lift-levantate.org**

Non-housing proposals must specify the amount requested from each planning area.

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$5,000
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

**Website (optional): www.lift-levantate.org**

All future announcements will be sent to you by e-mail, unless you indicate otherwise:  Please send by mail.

*The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.*

*The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.*

**4. Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Golden Gate Village, 103 Drake Ave, Sausalito, CA 94965 (and other Public Housing locations in MC)

**5. Project Description:**

LIFT - Levantate (LIFT) is a San Rafael based non-profit organization dedicated to creating healthy, equitable communities. Since 2008, LIFT has addressed the most challenging health and wellness issues confronting families in lower socio-economic areas in California, with populations that face steeper cultural challenges than their peers. LIFT's experience with underserved and African American individuals, indicates that health disparities can result because of a number of factors, that include all of the following: financial challenges, especially for the uninsured and underinsured (i.e. MediCal patients); transportation challenges, due to residency in medically underserved neighborhoods; and emotional barriers, including historical mistrust and fears which lead to avoidance or delay of medical services.

LIFT's **Senior Fitness Walking Groups** will focus on healthy aging as it relates to increasing physical exercise among seniors (55 and older) to prevent or manage a variety of chronic conditions from arthritis to diabetes, to depression, and fall prevention.

LIFT will inform program participants that according to the Physical Activity Guidelines for Americans At-A-Glance, the 2008 Physical Activity Guidelines for Americans published by the U.S. Department of Health and Human Services recommend the following:

- Adults should do 2 hours and 30 minutes a week of moderate-intensity, or 1 hour and 15 minutes (75 minutes) a week of vigorous-intensity aerobic physical activity, or an equivalent combination of moderate- and vigorous-intensity aerobic physical activity. Aerobic activity should be performed in episodes of at least 10 minutes, preferably spread throughout the week.
- Additional health benefits are provided by increasing to 5 hours (300 minutes) a week of moderate-intensity aerobic physical activity, or 2 hours and 30 minutes a week of vigorous-intensity physical activity, or an equivalent combination of both.
- Adults should also do muscle-strengthening activities that involve all major muscle groups performed on 2 or more days per week.
- **Older adults should follow the adult guidelines.** If this is not possible due to limiting chronic conditions, older adults should be as physically active as their abilities allow. They should avoid inactivity. Older adults should do exercises that maintain or improve balance if they are at risk of falling.<sup>1</sup>

LIFT's Senior Fitness Walking Groups will provide individually tailored goals to meet the needs of aging adults who may have physical restrictions due to chronic conditions, or are starting to exercise for the first time and need to start at a beginning level. LIFT will also accommodate participants who can attain intermediate or advanced level exercise, based on their personal or chronic disease management goals. The walking groups will be led by a physical activity instructor who resides in Marin City.

Proposed project goals and objective:

1. Conduct at least two weekly Senior Fitness walking group of 1.5 hours per session
2. Provide monthly Health Educational Workshops to reach approximately 45 participants during the grant period, targeting issues of interest to aging seniors – such as, Aging, Exercise and Management of Chronic Conditions; Fall Prevention; and, How to Combat Feelings of Depression/Isolation.

**6. Total Project Cost:** *(Include all costs for this particular project regardless of source.)*

\$9,548

**7. Project Budget for CDBG Funds:**

*Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.*

\$5,000 Staff training and wages

**8. Other Sources of Funds for this Project:** *Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
County of Marin	Marin City Senior Walking Groups	1,500	11/13	Yes	11/27/13	12/15/13
Kaiser Permanente Community Benefits	Marin City Senior Walking Groups and Recreation Programs	\$5,000	03/08/13	Yes	6/2013	currently

**9. Project Implementation:**

*Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?*

LIFT will build upon the reputation it has established over a three year period of providing comprehensive physical activities and nutrition and health education services to people of varying ages in Marin City. LIFT will be conducting initial recruitment efforts to establish the first senior walking group beginning in January 2014. Keith Price, Sr., a Marin City resident is the lead physical activity instructor.

**10. Need for the Project:**

**A. Need Group**

*What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.*

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

The overwhelming majority of LIFT participants are low-income or very low income individuals living in underserved communities. While LIFT does not mandate that participants provide documentation to receive services, many of our participants have self-reported income levels at, or below 200% of the Federal Poverty Level.

Participants in LIFT's Senior Fitness Walking Groups will be residents who already qualify for public housing.

**B. Project Rationale:** *Why is this project needed? Will it assist an especially needy or underserved group?*

LIFT's Walking Groups program is targeting seniors, mainly African Americans, living in public housing in Marin City, an historically underserved community. These individuals face special challenges due to stress, lack of adequate access to healthful foods, and a built environment that does not provide for safe exercise venues, which all take their toll on health. The program will focus on health disparities in which minority status, disabilities, geography, family history, low socioeconomic status, access to fresh produce/healthy food choices and chronic conditions are contributing risk factors.

**C. Equal Opportunity:** *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

LIFT typically targets low-income Latino and African-American individuals and families and has less participation from Asian and Caucasian populations. LIFT outreach materials have traditionally been provided

in English and Spanish, yet, as we have expanded our outreach to include Asians, we are seeing an increase in participation from Vietnamese individuals and families in communities LIFT serves. LIFT will continue to work with the Asian Advocacy Project for outreach to members of the Asian community. LIFT's community outreach efforts include close contacts with organizations serving seniors.

*If this project involves housing, how will it affirmatively further fair housing?*

N/A

*If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

N/A

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

Since LIFT brings services into the community, we utilize facilities that are accessible to people with disabilities. We also tailor our activities to the individual, so it is not uncommon to start working with someone at their comfort level and abilities for physical, emotional or cognitive skill building activities.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

N/A

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.**

**Remember that we don't accept e-mailed or faxed applications.**

## Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** LIFT-Levántate

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	43%
Low income people	57%
People above the low income limits	0%

<b>Percentages (%)</b>	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<b>Ethnic/Racial Demographics</b>						
Asian-American/Pacific Islander	9					10%
African-American/Black	15	75	5			15%
Caucasian/White	72	25	95	100	100	75%
Native American	0					0
Mixed Heritage	4					0
Unknown/other						0
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Latino/Hispanic Origin</b>						
Of Latino/ Hispanic Origin	68%	15%	60%	55%	10%	12%
NOT of Latino/ Hispanic Origin	32%	10%	40%	45%	90%	88%
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Age</b>						
0-5 years old	6%	7%	0	0	0	0
6-17	24%	19%	10%	0	0	0
18-24	8%	6%	20%	20%	0	0
25-59	51%	40%	65%	65%	100%	90%
60 +	19%	28%	5%	15%	0	10%
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Gender</b>						
Female	58%	58%	66%	60%	50%	50%
Male	42%	42%	33%	40%	50%	50%
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Disabled %</b>						

<b>Involvement of Clients Your Organization Serves</b>	<b>Percent of Board/Committee Members Who Are Clients</b>
On Governing Board	0%
On Advisory Committee	12%

## Organization Profile - 2014-15 Data Collection Pilot

### Income Limits

<b>Household Size</b>	<b>Very Low Income Limit (≈50% of Median Income)</b>	<b>Low Income Limit (≈80% of Median Income)</b>
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950

**MARIN COUNTY COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) PROPOSAL  
2014-15**

RS-5

1. **Project Name:** *Marin Learning Center*, Therapeutic Services      2. **Total Amount Requested:** \$ 20,000

3. **Project Sponsor:** Marin Learning Center/CAM Child Development Program

**Contact Person:**  
Liz Burns

**Title:**  
Program Director

**Mailing Address:**  
CAM Child Development Program, 251 North San Pedro Road, San Rafael, CA 94903

**Telephone:** 415-472-1663      Ext. 11

**Fax:** 415- 499-1597

**E-mail:** lburns@marinchild.org

Non-housing proposals must specify the amount requested from each planning area.

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$ 20,000
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

**Website (optional):**

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4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Marin Learning Center, 100 Phillips Drive, Marin City, 94965

5. **Project Description:** The Marin Learning Center continues to operate and develop its therapeutic program, as well as focusing on kindergarten readiness, social and emotional development, self-regulation, language and culture, character development and community building. The center, which serves 48 children, has experienced a significant increase in its Latino population. With this increase (approximately 50%), therapeutic services have broadened to meet the needs of this changing population through parent education, advocacy training and support in accessing the legal, health and social services systems. Additionally, staff focused outreach efforts in the community to increase the number of community families enrolled in the center. Presently half of the families enrolled are from the Marin City area (compared to 16% enrolled last year) as well as a few from low income families from nearby Mill Valley. The Learning Center is requesting funds to operate its therapeutic component. Funding is used primarily to provide therapeutic play groups to the children. Because of a 30 % reduction in state funding over the past 5 years, the only parent support services available is through the Learning Center therapist who is also providing case management, parent education, and service referrals.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)  
\$32,000

**7. Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

\$20,000 for therapist position at \$50.00 per hour.

**8. Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Endowment Fund	Therapeutic Program	\$12,000		yes	Ongoing on a yearly basis	07/14

**9. Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

The project comes under the responsibility of the Program Director and Site Supervisor who work closely with the therapist to determine enrollment, case management and parent support services. Project implementation begins July 1, 2014 and continues until June 30, 2015

**10. Need for the Project:**

**A. Need Group**

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

The Marin Learning Center is a state funded child development program. Families must adhere to strict guidelines for need and eligibility in order to qualify for enrollment. Income limits at the state level are significantly lower (for example, the the income ceiling for a family of 3 is \$43,536 as compared to \$76,000). Eligibility is determined through the enrollment process and yearly recertification. Parents must show proof of income.

The Learning Center in addition to providing child development services to 48 low income children, ages 3-5, has created a developmental and therapeutic program that focuses on the strengths of the child, family and community. Program components include: anti-bias, emerging curriculum, mindful education, therapeutic play, advocacy with children with special needs, and staff training.

**B. Project Rationale:** Why is this project needed? Will it assist an especially needy or underserved group?

The Learning Center is part of Community Action Marian Child Development Program and is funded by the California Department of Education. Reimbursements are based on a standard reimbursement rate that falls way below the actual cost of child care. (The regional market rate, which reflects more closely the true cost of child care is 60% higher than the reimbursement rate CAM Child Development receives). As a result, support services, which are critical for low income underserved families, are only available through additional funding resources. Yet research confirms, what staff experience daily – children continually exposed to violence, serious loss, health hazards, chemical imbalances and poverty are often traumatized seriously impacting academic and social/emotional development. With the increase in the migrant population, trauma associated with this experience is also reflected in the needs of the children and families. Without appropriate interventions at the preschool level, these children are seriously at-risk of school failure. With few low income mental health services for preschoolers, these services meet a critical need



C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

**Our families are recruited through a Marin County centralized eligibility program administered by the Marin Child Care Council. Representation of all demographic groups are represented through this process.**

*If this project involves housing, how will it affirmatively further fair housing?*

*If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

D. Accessibility: What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?

**The Learning Center is accessible to people with physical and other disabilities.**

E. Green Building: For new construction or rehabilitation, what will you do to incorporate "green building" principles?

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

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MARIN COUNTY COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) PROPOSAL  
2014-15

RS-6

1. **Project Name:** Performing Stars

2. **Total Amount Requested:**

\$ 20,000

3. **Project Sponsor:**  
Performing Stars of Marin

Non-housing proposals must  
specify the amount requested  
from each planning area.

**Contact Person:**  
Felecia Gaston  
**Title:** Executive Director

**Mailing Address:**  
271 Drake Avenue  
Marin City, CA 94965

**Telephone:** 415 332-8316 **Ext.**

**Fax:**

**E-mail:** performingstars@sbcglobal.net

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$15,000
San Rafael Planning Area	\$ 5,000
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

**Website (optional):** performingstars.org

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*The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.*

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

271 Drake Avenue, Marin City, CA 94965

5. **Project Description: *Transforming Lives Through Youth Enrichment Programs***

Performing Stars transforms the lives of low-income, primarily multicultural, children throughout Marin County by using enrichment programs to build pride, character, discipline and self-esteem. Our programs help youth develop good work habits and positive social skills, enhance academic performance and professional readiness, improve critical thinking and communication skills, and gain the confidence they need to overcome the limitations imposed by poverty.

**6. Total Project Cost:** (Include all costs for this particular project regardless of source.)

See Attached Budget

**7. Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

**\$75,000 (in the attachment)**

**8. Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Joseph Parker Fdn	Social Skills	\$5,000	8/2013	yes	Nov.2013	Nov. 2013
Sato Fdn	Social Skills	\$15,000	3/2013	yes	Oct. 2013	Dec. 2013
Wells Fargo	Social Skills	\$5,000	4/2013	yes	June 2013	July 2013
MCF	Capacity Bldg	\$5,000	2/2013	yes	Aug. 2013	Sept 2013
Individual Donors	Operating	\$20,000	n/a	n/a	ongoing	

**9. Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Felecia Gaston, The Executive Director will oversee the project. Classes will be taught after school at the various sites with the partner organizations – such as the Branson School, Bayside Elementary School, Stapleton Theater, Marin Theater Company. During the summer – the youth will be involved with various scholarship placements and all wrap around services will be incorporated in their classes. The proposed schedule is July 2014 to June 2015 .

**10. Need for the Project:**

**A. Need Group**

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

We serve the underserved and low income children in Marin County. These children live in Marin City, however some of the children who attend the childcare centers are enrolled in the Community Action Marin programs, and many of them live in the Canal Area of San Rafael. We document eligibility by having parents complete an in-house form, and we rely on the partnership of the many agencies we work with (who have the income documentation verified). The great majority of these children live in households with incomes well below the poverty level.

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

Our students typically lack the transportation, nutrition, and equipment they need to “fit in” with the rest of the students, stay focused, and succeed. In addition to providing these services, we also take great care working with our program partners to place students in the right programs and to facilitate ongoing communication with our families. Our chaperones and mentors do so much more than just help students get to class on time, show up well fed, and come prepared with the right uniforms and equipment. They help them with life-skills, connect them and their families with additional community services, and mediate difficult cross-cultural interactions.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Through personal outreach to the parents, the schools, the churches, all childcare centers, through door to door Personal contact, word of mouth, referrals. Publicity in local newspapers, social media (facebook) and website.

*If this project involves housing, how will it affirmatively further fair housing?*

*If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

We do not discriminate and our programs are offered to everyone who wants the opportunity

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate “green building” principles?*

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.**

**Remember that we don't accept e-mailed or faxed applications.**

### Organization Profile - 2013-14 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive a CDBG grant. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** Performing Stars

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	100%
Low income people	
People above the low income limits	

<b>Percentages (%)</b>	<b>Clients Your Organization Serves</b>	<b>Clients for this Project</b>	<b>Support Staff</b>	<b>Professional Staff</b>	<b>Board</b>	<b>Advisory Committee</b>
<b>Ethnic/Racial Demographics</b>						
Asian-American/Pacific Islander						
African-American/Black	75	75		2	3	2
Caucasian/White	20	20			1	5
Native American						
Mixed Heritage	5	5				
Unknown/other						
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Latino/Hispanic Origin</b>						
Of Latino/ Hispanic Origin	50	50				
NOT of Latino/ Hispanic Origin	50	50	0	0	0	0
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Age</b>						
0-5 years old	30	30				
6-17	60	60				
18-24	5	5		2	0	
25-59					1	
60 +					3	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Gender</b>						
Female	60	60	1	2	4	0
Male	40	40	0	0	0	1
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Disabled %</b>	0	0	0	0	0	0

<b>Involvement of Clients Your Organization Serves</b>	
On Governing Board %	
On Advisory Committee %	

**MARIN COUNTY COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) PROPOSAL  
2014-15**

RS-7

**1. Project Name: Portuguese Social Referral Project (PSRP)**

**2. Total Amount Requested: \$17,500**

**3. Project Sponsor: Brazilian Alliance**

Non-housing proposals must specify the amount requested from each planning area.

**Contact Person: Jonathan Matthews**

**Title: Legal Clinic Director**

**Mailing Address:**

30 N. San Pedro Road, Suite 290  
San Rafael, CA 94903

**Telephone: 415-472-2950 Ext.**

**Fax:**

**E-mail: jmatthews@brazilianalliance.org**

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$5,000
San Rafael Planning Area	\$10,000
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$2,500

**Website (optional): www.brazilianalliance.org**

All future announcements will be sent to you by e-mail, unless you indicate otherwise:  Please send by mail.

*The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.*

*The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.*

**4. Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

**Portuguese Social Referral Project (PSRP) – Brazilian Alliance, 30 North San Pedro Road, Suite 290, San Rafael, CA 94903**

**5. Project Description:** The Portuguese Social Referral Project (PSRP) is designed to assist Portuguese-speaking people in Marin receive referrals for legal, health, education, and domestic violence services. The Portuguese Social Referral Project (PSRP) aims at providing these referrals primarily to the areas of San Rafael, Richardson Bay, and West Marin where Portuguese speakers are known to reside. Providing these referrals are critical because the Portuguese-speaking population does not have a resource to consult about social services, and feels more comfort with an organization that can share these opportunities in their own language.. With the implementation of the ACA (Affordable Care Act) and the ongoing problems of domestic violence, the need for referral services for the Portuguese-speaking community is more crucial than ever. The PSRP will receive incoming phone calls, emails, and inquiries and through their staff and network of professionals in the Bay Area provide the referrals to the community.

**Total Project Cost:** (Include all costs for this particular project regardless of source.)

**\$25,000 – Budget Attached**

**7. Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

**\$25,000 – Budget Attached**

**8. Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
California Bar Foundation	Information on Legal Services	\$20,000	10/8/2013	Still Waiting	Still Waiting	Still Waiting
Brazilian Alliance Legal Clinic Income	Referrals, Information and Education	\$2,000	N/A	Yes	Available	Available Now

**9. Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

The Executive Director, Legal Clinic Director, and Project Assistant will field the calls and process the inquiries to get the referrals and then promptly follow up with the community to provide the referrals and the necessary follow-up details. The project will also include engagement with the community to introduce the program and help the community meet with providers partnering with Brazilian Alliance to carry out the PSRP.

**10. Need for the Project:**

**A. Need Group**

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

The PSRP will serve Portuguese speakers, who are primarily a working to middle-class population below the income levels to the left. Brazilian Alliance would collect information on clients assisted through the referral program to track area of Marin served, nationality, gender, age, and income level. We will review quarterly our ability to provide the referral services to evaluate the effectiveness of the program and identify trends that will assist in maximizing the effectiveness of the service.

**B. Project Rationale:** Why is this project needed? Will it assist an especially needy or underserved group?

The project is needed because there are no similar services assisting the Portuguese-speaking population primarily as its focus. The project will assist a population underserved and often ignored by nonprofit service providers and public officials.



- C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

**The groups that will likely be served by this project will be Portuguese-speakers (65%), Spanish Speakers (30%) s[The percentage of Spanish speakers is due to the inability of service providers to meet the demand for referrals), Others (Caucasian, African-Americans – 5%). The program will be targeted to Portuguese speakers, but we have found that other groups come forward to seek referrals to projects we advertise and we do not turn people away.**

*If this project involves housing, how will it affirmatively further fair housing?*

N/A

*If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

N/A

- D. Accessibility: What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?

**The project is centrally located in a building that is handicapped-accessible.**

- E. Green Building: For new construction or rehabilitation, what will you do to incorporate "green building" principles?

**The project is located in a building committed to green principles including recycling, conservation of energy, and is close to and readily accessible by public transportation.**

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.**

**Remember that we don't accept e-mailed or faxed applications.**

INCOME	
REVENUES	
Legal Fees	2000.00
FUNDRAISING	3000.00
GRANTS	
California Bar Foundation	2500.00
CDGB	17500.00
	25000.00

EXPENSES	Total Budget	CDBG Costs
Personnel		
Executive Director	6500.00	4550.00
Director Of Legal Clinic	5000.00	3500.00
Project Assistant	4500.00	3150.00
Office Manager	2500.00	1750.00
Subtotal Personnel	18500.00	12950.00
Benefits		
Payroll Taxes and Workers Compensation		
Total Personnel	18500.00	12950.00

Operating Costs	Total Budget	CDBG Costs
Rent and Utilities		
Office and Computer Supplies	150.00	105.00
Marketing and Advertising	450.00	315.00
Telecommunications		
Outside Personnel Services		
Equipment		
Insurance		
Postage and Shipping	200.00	140.00
Staff Development		
Subtotal Operating Cost	800.00	560.00

	Total Budget	CDBG Costs
Books, Publications, Memberships		
Conference Fees		
Program Supplies		
Newsletter	150.00	105.00
Mailing - Dissemination	200.00	140.00
Printing	2500.00	1750.00
Rental Facility		
Meals and Incidentals - Meetings		
Community Outreach Travel		
Meals and Incidentals - Staff	800.00	560.00
Staff and Volunteer Ground Travel	1000.00	700.00
Stipends for Volunteers	1050.00	735.00
Board Development		
Subtotal Program Operations	5700.00	3990.00
<b>TOTAL COST</b>	<b>25000.00</b>	<b>17500.00</b>

## Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** Brazilian Alliance

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	65%
Low income people	33%
People above the low income limits	2%

<b>Percentages (%)</b>	Clients Your Organization Serves	Clients for this Project	Support Staff (N/A)	Professional Staff	Board	Advisory Committee (N/A)
<b><i>Ethnic/Racial Demographics</i></b>						
Asian-American/Pacific Islander	2%					
African-American/Black	2%			33.3%	14.3%	
Caucasian/White	6%	2@		33.3%	28.6%	
Native American						
Mixed Heritage						
Of Latino/ Hispanic Origin	90%	98%		33.3%	57.1%	
Unknown/other						
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Latino/Hispanic Origin</i></b>						
Of Latino/ Hispanic Origin	90%	98%		33.3%	57.1%	
NOT of Latino/ Hispanic Origin	10%	2@		66.6%	42.9%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Age</i></b>						
0-5 years old	2%	2%		0%	0%	
6-17	35%	10%		0%	0%	
18-24	20%	15%		0%	0%	
25-59	33%	65%		100%	100%	
60 +	10%	8%		0%	0%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Gender</i></b>						
Female	60%	70%		33.3%	85.7%	
Male	40%	30%		66.6%	14.4%	
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Disabled %</i></b>						
	1%	2%	0%	0%	0%	

### Organization Profile - 2014-15 Data Collection Pilot

<b>Involvement of Clients Your Organization Serves</b>	Percent of Board/Committee Members Who Are Clients - 29%
On Governing Board - 29%	
On Advisory Committee - N/A	

### Income Limits

<b>Household Size</b>	<b>Very Low Income Limit (≈50% of Median Income)</b>	<b>Low Income Limit (≈80% of Median Income)</b>
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950

**MARIN COUNTY COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) PROPOSAL  
2014-15**

RS-8

1. **Project Name:**  
San Francisco and Marin Food Bank
3. **Project Sponsor:**

2. **Total Amount Requested:** \$72,945
- Non-housing proposals must specify the amount requested from each planning area.

**Contact Person:**  
Gina Salerno

**Title:**  
Grants Manager

**Mailing Address:**  
75 Digital Drive  
Novato, CA 94949

**Telephone:** (415) 282-1900                      **Ext.** 297

**Fax:** (415) 282-1909

**E-mail:** grants@sffb.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$11,159
Novato Planning Area	\$14,920
Richardson Bay Planning Area	\$14,075
San Rafael Planning Area	\$23,493
Upper Ross Valley Planning Area	\$9,298
West Marin Planning Area	\$0

**Website (optional):**

All future announcements will be sent to you by e-mail, unless you indicate otherwise:     Please send by mail.

4. **Project Location: (Precise street address).** *For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.*

The Food Bank's Marin County warehouse is located at 75 Digital Drive, Novato, CA 94949. From this location we service all of Marin County.

5. **Project Description:**

The merger of the San Francisco and Marin Food Banks has enabled us to expand food assistance services for residents of Marin County by a remarkable margin. We currently operate 45 weekly pantry sites in Marin. In the past year we have strengthened the food assistance network in Marin by opening 6 new weekly pantry sites and increased distribution frequency at existing pantry sites from monthly to weekly. This year we will distribute 5.4 million pounds of food in Marin County—more than double the amount that the Marin Food Bank was distributing at the start of the recession. In addition to increasing the total pounds of food we disperse in Marin, we have been able to dramatically increase the quality and variety of product distributed to low-income Marin residents, adding significant inventory from fresh rescue (grocery store pickups of meat and perishables--up 250%), food drives (canned goods), and greater availability of fresh produce.

As a result of these efforts, more than half of all the food we distribute in Marin now consists of fresh fruits and vegetables. While we have significantly increased our service delivery in response to the heightened need, philanthropic support in Marin has not similarly kept pace with our expansions. In fact, last year there was a gap of more than one half million dollars between funds raised for Marin and Marin Food Bank expenses. We need a commitment of financial support from the County to encourage increased support from individuals and organizations in Marin County in order to ensure that we are able to maintain our services. The Food Bank is requesting funding for salary and payroll costs for our Warehouse Manager who oversees the warehouse, inventory, and shipping controls. This position is critical to our overall operation of distributing food to low-income families and individuals throughout Marin County.

6. **Total Project Cost:** *(Include all costs for this particular project regardless of source.)*

Our total organization budget for the San Francisco and Marin Food Bank is \$17,232,350 for the fiscal year 2013-2014. The total cost of our operations in Marin County is \$2,060,730 for this fiscal year.

7. **Project Budget for CDBG Funds:**

*Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.*

Warehouse Manager Salary: \$53,796 Payroll Taxes: \$4,116 Health Insurance: \$6,156 Retirement Plan: \$1,613 Workers Comp: \$7,264

**8. Other Sources of Funds for this Project:** *Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Individual Support Foundations Corporations	General	\$39,848	n/a	yes	various	FY 13-14
	General	\$56,000	various	yes	various	FY 13-14
	General	\$30,502	various	yes	various	FY 13-14

**9. Project Implementation:**

*Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?*

Sean Brooks, Director of Programs, will be responsible for implementing our food distribution programs in Marin County. All of our food distribution programs are ongoing. We currently have three Programs staff at the Marin Food Bank office in Novato who work directly with our pantries and agencies in Marin. Additionally, Debi Moss, our Associate Director of Programs, focuses specifically on our Marin programming and works closely with our more than 75 pantries and partner agencies throughout the County.

**10. Need for the Project:**

**A. Need Group**

*What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.*

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

The Food Bank serves as the central hub of food assistance in Marin County and works with more than 75 community agency partners and pantries to provide food to those in need. All individuals that receive food from the Food Bank or our partners are low-income or very low-income. We currently serve more than 4,100 low-income households each week through our network of 45 pantries in Marin.

Since the beginning of the recession, the need for food assistance in Marin has increased by 50%. Now, more than 21% of Marin residents—51,247 individuals—live at or below 185% of the federal poverty level (or \$42,642 annually for a family of 4—half of CDBG limits).

In keeping with our goal of making food accessible, culturally-appropriate, and available in a dignified manner, the Food Bank does not collect specific demographic information related to such attributes as income level, housing status, etc. The majority of our pantries and programs, however, operate out of affordable housing complexes, schools with high poverty rates, and community and social service centers serving primarily low-income populations.

**B. Project Rationale:** *Why is this project needed? Will it assist an especially needy or underserved group?*

Our programs provide food—the most basic of all human needs—to those who are most at risk of going hungry. Over the last four years of the recession, the Food Bank has greatly expanded our services to reach the unmet need for food assistance in Marin. Low-income Marin residents continue to turn to the Food Bank and our partner agencies for food assistance in increasing numbers. We have worked to reach out to those groups that have been underserved in Marin previously: including those in rural west Marin, the low-income immigrant population, and residents of public housing in Marin City. We have also greatly increased our food distribution in order to serve all those families and individuals who have been forced to reach out for food assistance for the first time due to a loss of income.

**C. Equal Opportunity:** *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

We have focused our food distribution efforts on low-income groups that are often marginalized or isolated geographically. In areas such as the Canal District, where low-income residents are sometimes reluctant to reach out for assistance due to language barriers and immigration concerns, we collaborate with agencies embedded in the community such as Canal Alliance, Canal Welcome Center, and Bahia Vista Elementary School. Our programs staff work closely with these partners

to strengthen the community's awareness of our food assistance programs and to ensure that more low-income clients feel comfortable accessing our services. We have recently opened a number of new pantries designed to meet the need of those in the community who were previously being underserved: a new Brown Bag Pantry for seniors at the Villas at Hamilton; Cornerstone Baptist Church Pantry will be open to the public to better meet the growing need in Marin City; Holy Innocents Episcopal Church in Corte Madera will be open to the public in an area of Marin County that is often underserved; and North Bay Children's Center in the Hamilton area of Novato will serve the public in this high need community.

We have also recently expanded our senior Brown Bag pantry programming in Marin, replacing monthly/semi-monthly distributions with weekly pantries and opening them to more residents at many low-income senior housing sites. These pantries are currently operating at Bennett House, MacKey Terrace, Maria Freitas Senior Housing, Martinelli House, Parnow Friendship House, Pilgrim Park Apartments, and the Villas at Hamilton. We also have public bi-monthly farmers' market style senior pantries at Margaret Todd Senior Center, Marguerite Johnson Senior Center, and the Salvation Army.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

We provide food for many low-income individuals who have disabilities. All of our sites are accessible to those with disabilities. We have certain programs such as our Home Delivered Groceries program that provide food directly to those who have mobility challenges and are unable to pick up food at pantries or other partner sites. We strive to make our services available to all low-income individuals and families in need.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

N/A

- o For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- o The current year's application form must be used.
- o Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- o **Applications sent by fax or e-mail will not be accepted.**
- o This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- o Don't forget to fill out the Organization Profile form.
- o All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.**

**Remember that we don't accept e-mailed or faxed applications.**

## Organization Profile – 2014-15 Data Collection Pilot

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The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** San Francisco and Marin Food Bank

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	100%
Low income people	
People above the low income limits	

<b>Percentages (%)</b>	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<b>Ethnic/Racial Demographics</b>						
Asian-American/Pacific Islander	42%	3%	20%	8%	6%	
African-American/Black	18%	3%	12%	8%	0%	
Caucasian/White	15%	22%	42%	75%	94%	
Native American	1%	0%	6%	0%	0%	
Mixed Heritage	0%	0%	0%	0%	0%	
Unknown/other	24%	72%	20%	8%	0%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Latino/Hispanic Origin</b>						
Of Latino/ Hispanic Origin	18%	41%	23%	12%	0%	
NOT of Latino/ Hispanic Origin	82%	59%	77%	88%	0%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Age</b>						
0-5 years old	4%	4%	0%	0%	0%	
6-17	26%	26%	0%	0%	0%	
18-24	6%	6%	2%	0%	0%	
25-59	34%	34%	90%	86%	77%	
60 +	30%	30%	8%	14%	23%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Gender</b>						
Female	55%	55%	27%	61%	23%	
Male	45%	45%	73%	39%	77%	
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Disabled %</b>						

<b>Involvement of Clients Your Organization Serves</b>	<b>Percent of Board/Committee Members Who Are Clients</b>
On Governing Board	
On Advisory Committee	



MARIN COUNTY COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) PROPOSAL  
2014-15

RS-9

1. Project Name: Senior Access - Scholarships 2. Total Amount Requested: \$50,000

3. Project Sponsor: Senior Access

Non-housing proposals must specify the amount requested from each planning area.

Contact Person: James Ward

Title: Executive Director

Mailing Address:  
70 Skyview Terrace  
San Rafael, CA 94903

Telephone: 415-491-2500 Ext. 11

Fax: 415-491-2503

E-mail: [jward@senioraccess.org](mailto:jward@senioraccess.org)

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$7,000
Novato Planning Area	\$12,000
Richardson Bay Planning Area	\$7,000
San Rafael Planning Area	\$19,000
Upper Ross Valley Planning Area	\$5,000
West Marin Planning Area	\$

Website (optional): [www.senioraccess.org](http://www.senioraccess.org)

All future announcements will be sent to you by e-mail, unless you indicate otherwise:  Please send by mail.

*The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.*

*The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.*

4. Project Location: (Precise street address). For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Senior Access  
70 Skyview Terrace, Bldg B  
San Rafael, CA 94903

5. Project Description:

The Senior Access Scholarship Fund provides financial assistance to Marin County's low, very low and extremely low income residents who have dementia and/or related chronic conditions for attendance at Senior Access' Adult Day Program (ADP). More than one-third of Marin residents are over the age of 60; of these older adults, 10% live with cognitive decline and require considerable personal care. Senior Access (SA) offers people with dementia and their caregivers an affordable alternative to in-home or nursing home care. The agency's services meet critical needs for a large population of caregivers and older adults **who would otherwise not be served**. With an annual budget of \$711,343, SA maintains a staff of 7 (FTE equivalent) and an active volunteer and University intern program. SA operates its programs in San Rafael.

ADP participants enjoy current events, expressive arts, concerts, trivia, word games and exercise as well as healthy snacks and lunch. Services include intake screening and assessment; development of an individual plan of care; and assistance with toileting, ambulating, transferring and eating. While the ADP is in session, family caregivers get time off from the demands of 24-hour caregiving and can take advantage of information and referrals from the resource center and share resources at the free monthly caregiver support group. SA also provides free educational and community workshops.

Research studies indicate that ADPs reduce premature placement in skilled nursing facilities. In addition, the SA Caregiver Impact Survey demonstrated that 100% of respondents agreed that their quality of life and their loved one's quality of life improved because of the program.

SA's service area includes all of Marin County. In 2012-13, the SA Scholarship Fund subsidized 1,332 days of care and 6,660 hours of caregiver respite. The average \$30 scholarship reduced the \$95 daily fee to \$65 per day for low-income members. Though the numbers vary, the Scholarship Fund supported an average of over 110 days of care each month. In addition, SA held 12 Caregiver Support Groups, 1 memory screening and 6 Brain Fitness Workshops.

**6. Total Project Cost:** *(Include all costs for this particular project regardless of source.)*

The total projected cost of the 2014-2015 Scholarship Fund is \$70,000. Based on 2012-2013 Club statistics, 57% of total participants are low income; of this group of low-income participants, 79% are extremely low-income

**The 2014-15 Scholarship Fund budget reflects the cost of direct subsidies toward attending SA and not administration of the program; further, all recipients of CDBG funds must qualify using the most current HUD standards.** Below is the allocation by Planning Area of the annual project budget for the SA Scholarship Fund:

**ANNUAL Budget for the Senior Access Scholarship Fund**

<u>Planning Area</u>	<u>Low Income</u>	<u>Very Low Income</u>	<u>Extremely Low Income</u>	<u>Annual TOTAL</u>
Lower Ross	\$1,500	\$3,000	\$4,500	\$9,000
Novato	\$3,000	\$6,000	\$9,000	\$18,000
Richardson Bay	\$1,500	\$3,000	\$4,500	\$9,000
San Rafael	\$3,000	\$6,000	\$16,000	\$25,000
Upper Ross	\$1,500	\$3,000	\$4,500	\$9,000
West Marin	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$10,500</b>	<b>\$21,000</b>	<b>\$38,500</b>	<b>\$70,000</b>

**7. Project Budget for CDBG Funds:**

*Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.*

The \$50,000 request for CDBG Funds comprises 71% of the total \$70,000 budget of the 2014-15 Scholarship Fund. It is expected that \$4,167 of CDBG Funds will be used monthly, with \$2,417 supporting extremely low income, \$1,190 supporting very low income and \$560 supporting low income participants per month. Below is the allocation by Planning Area of the annual project budget for CDBG funds:

**ANNUAL Budget for CDBG Funds**

<u>Planning Area</u>	<u>Low Income</u>	<u>Very Low Income</u>	<u>Extremely Low Income</u>	<u>Annual TOTAL</u>
Lower Ross	\$960	\$2,040	\$4,000	\$7,000
Novato	\$1,920	\$4,080	\$6,000	\$12,000
Richardson Bay	\$960	\$2,040	\$4,000	\$7,000
San Rafael	\$1,920	\$4,080	\$13,000	\$19,000
Upper Ross	\$960	\$2,040	\$2,000	\$5,000
West Marin	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$6,720</b>	<b>\$14,280</b>	<b>\$29,000</b>	<b>\$50,000</b>

**8. Other Sources of Funds for this Project:** *Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?*

Source	Use	Amount	Date You Applied	Are Funds Committed?	Date Committed	When Available
Community Services Fund Program	Scholarships	\$1,000	12/2013	No	TBD	2/2014
Outdoor Art Club	Scholarships	\$5,000	8/2013	No	TBD	TBD
Individual Donors	Scholarships	\$14,000	All year	Yes	All year	All year
<b>TOTAL</b>	<b>Scholarships</b>	<b>20,000</b>	<b>Varied</b>	<b>Varied</b>	<b>Varied</b>	<b>Varied</b>

**9. Project Implementation:**

*Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?*

The Scholarship Committee manages and evaluates the funds. The Scholarship Committee is comprised of the Executive, Program and Finance Directors and the Finance Committee of the Board of Directors. The Scholarship Committee determines annual scholarship award amounts and distribution limits per client; tracks the balance of the Fund throughout the fiscal year; is responsible for maintaining Scholarship Fund policy and procedure manuals; and conducts annual financial reevaluations for all scholarship recipients. The Program Director is responsible for determining scholarship eligibility via financial documents provided by families and administering the scholarship funds. The Finance Director retains all confidential financial documents. The Executive Director is responsible for securing matching funds for the program.

**10. Need for the Project:**

**A. Need Group**

*What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.*

The Scholarship Assistance Fund benefits low-income adults with Alzheimer’s disease, dementia or other chronic health conditions who are dependent on a family member for their care. One-hundred percent of project beneficiaries have incomes below the CDBG Low-Income limits. In 2012-13, 79% of recipients were extremely low income; 14% were very low income; and 7% were low income. The average age of scholarship recipients is 85 years-old; 93% are female; 7% are male. Of the 2012-2013 scholarship recipients: 48% live in San Rafael; 20% live in Novato; 5% live in Upper Ross Valley, 8% in Lower Ross Valley, 29% in Richardson Bay Area, and none live in West Marin.

Scholarship eligibility is determined for clients whose previous year’s IRS Tax Form 1040 demonstrates their household income falls below HUD’s Standard income limits. Scholarships are awarded in incremental levels based on HUD’s three income level categories: low, very low and extremely low.

2013-2014’s award amounts:

- Low Income: \$10 scholarship (Charged \$85 of the \$95 daily fee for service)
- Very Low Income: \$20 scholarship (Charged \$75 of the \$95 daily fee for service)
- Extremely Low Income: \$30 scholarship (Charged \$65 of the \$95 daily fee for service)
- Some people are grandfathered in at previous \$45 scholarship rate (charged \$50 of the \$95 daily fee for service).

The Scholarship Fund is projected to fulfill the needs of Marin’s large community of older adults living with dementia by providing more than 10,000 hours of care and caregiver respite annually.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950

7	104,700
8	111,450

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

Marin's growing aging population is well documented in the Marin County Health and Human Services *Strategic Plan Data Focus Report* (2004-2014). Marin's older adult population accounts for a third of the total population, totaling over 75,900 people. **The largest proportional increase is in persons age 85+, of whom nearly 50% live with dementia.** It is estimated that more than 6,000 people in Marin currently live with dementia (Alzheimer's Association, North Bay Chapter).

Alzheimer's disease (AD) and dementia are dreaded diseases associated with aging, engendering fear and anxiety, resulting in prejudice, discrimination and social stigmatization of the person diagnosed and those caring for him/her. AD and dementia bring a progressive loss of the ability to function socially in normatively acceptable ways. The loss of initiative renders people with dementia unable to reach out; fear causes friends and colleagues to withdraw. Seclusion from established networks results in isolation, depression, anxiety, and premature institutionalization. For those affected, everyday tasks and activities become arduous or impossible. Persons with dementia need a safe haven where they can connect with their peers and participate in cognitively appropriate activities.

Research suggests that socialization may positively influence cognition, general functioning and overall quality of life. Socialization plays an important role in the management of dementia. (Ruthirakuhan, M, et al, "Use of Physical and Intellectual Activities and Socialization in the Management of Cognitive Decline of Aging and in Dementia: A Review," *Journal of Aging Research*, Volume 2012 (2012), Article ID 384875, <http://dx.doi.org/10.1155/2012/384875>.)

**There is no cure for dementia.** Today, quality care and caregiver respite are the best solutions we can offer. Non-pharmacologic interventions are an essential part of any management plan, especially for geriatric populations in whom the harmful effects of polypharmacy are a major concern. (Ruthirakuhan, M, et al, "Use of Physical and Intellectual Activities and Socialization in the Management of Cognitive Decline of Aging and in Dementia: A Review," *Journal of Aging Research*, Volume 2012 (2012), Article ID 384875, <http://dx.doi.org/10.1155/2012/384875>.) Senior Access is the only care program of its kind in Marin, meeting critical needs of Marin's large population of caregivers and older adults with dementia who would otherwise not be served.

The SA Scholarship Fund helps low-income families access quality services, serving a population that is increasingly marginalized and underserved, families who are struggling with the challenges of both limited income and a demanding progressive disease. In the last fiscal year, the CDBG funds were exhausted by December 2012. Senior Access has adjusted to the increased needs of families by increasing fundraising efforts for scholarship funds.

Due to the high cost of assisted living and skilled nursing facilities, SA Scholarship Fund often provides the only affordable care option for low-income older adults with dementia in its service areas. Almost half of our family caregivers get no other respite than the time their loved one spends at SA. The Marin County Division of Aging and Adult Services recognizes the lack of long-term care options for residents whose income falls below HUD's low-income criteria and in its 2006 report cautioned that other than Senior Access, "the only [other] option for these [low-income] individuals may be placement in another county outside of the Bay Area region." Sadly, this is still true in 2013. SA's local, affordable day-time care option is crucial for low income caregivers, whose respite needs are particularly acute because daytime hours are required to maintain employment or care for other family members.

Of significance is the growing population of older adults in non-English speaking communities in Marin. SA is making progress in our efforts to reach out and become a resource to these community members.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is*

*implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Dementia carries with it a myriad of behavioral changes that stigmatize and challenge families, isolating them and separating them from their communities. For this reason, all demographic groups are unlikely to seek help, however the Spanish and Vietnamese speaking and African American communities are less likely to join groups not vetted by their own leadership. Senior Access is responding to this challenge with the following approaches:

- Offering the Latino community increased access to care via a bi-lingual Program Director and Program Assistants;
- Meeting with SA Advisory Council members to address issues of community resources and how we might address dementia in order to have a collective impact in all communities. The SA Advisory Council has broadened its membership to more closely reflect the community, including members of Mission Possible, people living with dementia, caregivers and professionals;
- Convening with “Mission Possible,” a group of older adult leaders who advise county and local agencies on cultural competency. SA is working with this group to determine new and/or alternative practices to encourage a welcoming atmosphere for those who are less likely to attend;
- Working with Mission Possible to bring regularly scheduled memory screenings to the Albert Boro Community Center and Whistlestop, staffed by language-proficient professional staff. Memory screenings are a free, confidential mini-mental status test that can uncover concerns and unmet medical and social needs of older adults and their families;
- Planned workshops in 2014 to educate and recruit ambassadors in diverse communities about Alzheimer’s disease and dementia, interventions and community resources;
- Outreach using the universal language of art. In collaboration with Mission Possible and the Pickleweed Park congregate meal program, SA is bringing art activities to non-English speaking communities. This program engenders good will, trust and confidence in SA;
- Participating in community events: SA club members created an altar for the 25<sup>th</sup> anniversary of the Day of the Dead celebration at the Albert Boro Community Center;
- Having participated in cultural competency training with Spectrum LGBT Center; SA worked closely with Spectrum to develop welcoming language as part of our information and enrollment packets and in-house signage. Program and administrative staff are trained in LGBT awareness; and
- Being a good community partner – partnering with Marin County’s Division of Aging and Adult Services, for-profit agencies and nonprofit organizations for community education and awareness.

*If this project involves housing, how will it affirmatively further fair housing?*

Not applicable

*If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

Not applicable

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

All of our participants live with physical and cognitive disabilities: dementia and chronic health conditions. All participants require personal assistance with activities of daily living (ambulating, toileting and eating).

SA facilities are specifically furnished to accommodate the needs of our population and staff are trained in dementia care. Licensed by the California Department of Social Services, SA programs are required to be ADA compliant. SA refers clients to para-transit services with wheelchair accessible vehicles and drivers who are trained in transporting disabled clients.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate “green building” principles?*

Not applicable

- For further information, please call Roy Bateman (473-6698). It’s ok to call with any questions at any time.

- The current year's application form must be used.
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**Name of Organization:** Senior Access

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	93% of scholarship recipients are extremely low and very low income;
Low income people	57% of all Senior Access members are low, very-low and extremely low income
People above the low income limits	43% of all members

<b>Percentages (%)</b>	Clients Your Organization Serves	Clients for this Project	Support Staff (Admin)	Professional Staff (Program)	Board	Advisory Committee
<b>Ethnic/Racial Demographics</b>						
Asian-American/Pacific Islander	6%	4%	0%	7%	0%	4%
African-American/Black	2%	0%	0%	13%	0%	3%
Caucasian/White	92%	89%	50%	67%	100%	88%
Native American	1%	0%	0%	10%	0%	3%
Mixed Heritage	0%	4%	50%	3%	0%	2%
Unknown/other	0%	3%	0%	0%	0%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Latino/Hispanic Origin</b>						
Of Latino/ Hispanic Origin	0%	0%	50%	13%		5%
NOT of Latino/ Hispanic Origin	100%	100%	50%	87%	100%	95%
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Age</b>						
0-5 years old	0%	0%	0%	0%	0%	
6-17	0%	0%	0%	0%	0%	
18-24	0%	0%	0%	33%	0%	
25-59	1%	3%	75%	47%	40%	64%
60 +	99%	97%	25%	20%	60%	36%
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Gender</b>						
Female	73%	93%	75%	87%	40%	74%
Male	27%	7%	25%	13%	60%	26%
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Disabled %</b>	<b>100%</b>	<b>100%</b>	<b>0%</b>	<b>7%</b>	<b>0%</b>	<b>4%</b>

<b>Involvement of Clients Your Organization Serves</b>	<b>Percent of Board/Committee Members Who Are Clients</b>
On Governing Board: Club members all live significant	20%

### Organization Profile - 2014-15 Data Collection Pilot

cognitive decline and are not able to participate as leadership volunteers; caregivers are represented on the governing board	
On Advisory Committee: Club members (1 member lives with significant memory loss); caregivers (5 members)	8%

### Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950



**MARIN COUNTY COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) PROPOSAL  
2014-15**

RS-10

- 1. Project Name:** Whistlestop's Excursion Vans      **2. Total Amount Requested:** \$83,718  
**3. Project Sponsor:** Marin Senior Coordinating Council dba Whistlestop  
 Non-housing proposals must specify the amount requested from each planning area.

**Contact Person:** Yvonne Roberts

**Title:** Development & Marketing Director

**Mailing Address:**  
 930 Tamalpais Avenue  
 San Rafael, CA 94901

**Telephone:** 415.456.9062      **Ext.** 108

**Fax:** 415.456.1008

**E-mail:** yroberts@whistlestop.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$ 12,558
Novato Planning Area	\$ 8,372
Richardson Bay Planning Area	\$ 8,371
San Rafael Planning Area	\$ 41,859
Upper Ross Valley Planning Area	\$ 12,558
West Marin Planning Area	\$ -0-

**Website (optional):** www.whistlestop.org

All future announcements will be sent to you by e-mail, unless you indicate otherwise:     Please send by mail.

*The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.*

*The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.*

**4. Project Location: (Precise street address).**      930 Tamalpais Avenue, San Rafael, CA 94901

**5. Project Description:** Whistlestop seeks to expand its transportation services with two, 12-passenger vans that will provide rides for small groups of frail, low-income older adults who want to travel to a single destination for a day trip and then return to their homes. Whistlestop's paratransit buses provide transportation for disabled riders according to ADA guidelines. Whistlestop needs a flexible, cost-efficient alternative that will expand its services for those older adults for whom transportation is still unavailable. Some riders live in areas that are not easily accessible to the paratransit buses because of narrow roads or steep hillsides or driveways. Frail riders are not able to travel distances on large buses or spend time waiting at bus stops and riding on long routes. These passenger vans are not commercial buses, so they are more comfortable and require no special license or driver training. They will be outfitted for passengers who are able to walk, but who may no longer drive. They will open a whole new world to disenfranchised, older adults who would otherwise be left out and left at home. Whistlestop's program directors will be able to organize excursions for older adults who want to attend museums, classes, cultural events or points of interest that would otherwise be difficult or impossible for them to access.

**6. Total Project Cost:** \$83,718

**7. Project Budget for CDBG Funds:** Two Ford E350 XL SD 12 seat vans: \$72,770; Fuel/Maintenance: \$3,600; Insurance for two vans: \$5,828; Staff Driver Safety Training: \$1,020; Parking and Tolls: \$480; Program Promotion: \$500.

**8. Other Sources of Funds for this Project:**

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Bothin Foundation	Purchase one van	\$40,000	12/13/13	No		03/01/13

**9. Project Implementation:**

*Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?*

The Active Aging Center's Services Manager, Vicky Voicehowsky, will be responsible for the Whistlestop's Excursion Vans program with guidance from the experienced management, staff and well-trained drivers who operate Whistlestop's excellent paratransit services. Because the vans are not commercial vehicles, no special driver's licenses are required so Whistlestop's program staff will learn how to safely operate the vehicles and how to assist frail or disabled riders. This is a new program for Whistlestop, so project implementation will commence once the drivers are trained and the vans are ready to operate. In the interim, program staff can begin identifying and promoting opportunities to fill the greatest needs and the multiple uses anticipated, i.e. trips to museums, concerts and classes.

**10. Need for the Project:**

**A. Need Group:**

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

Whistlestop projects that at least 62% of the passengers for these vehicles will have incomes that are well-below the income limits for this application. This is a conservative estimate however because a large number of potential riders are currently inaccessible due to their geographical location. Once the Whistlestop Excursion Van program is operational and marketed Whistlestop expects a rapid increase in ridership. We project that at least 69% of the passengers will be over 60 years old. Whistlestop has a free membership program called "My Senior Center" that enables it to track participants who use all of its programs and services with a touch screen and scanner. This system will enable us to easily report information on the passengers' demographics.

**B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?***

For low-income, older adults in Marin County without cars or who can no longer drive, limited access to affordable transportation services isolates them from community involvement and special events. In January of 2013, the Marin Community Foundation commissioned research that resulted in a report by the Center for the Health Professions, University of California, San Francisco, called *Mission Possible: Improving the Lives of All Older Adults in Marin, Needs and Assets Scan of Culturally Appropriate Services for Older Adults in Marin County*. A key finding was the need for transportation to help curb loneliness and isolation. "Aside from the impact loneliness has on happiness and wellbeing, there is growing evidence of its impact on physical health and life expectancy...The challenge of access to transportation was echoed in all focus groups. This barrier contributed to feelings of loneliness and isolation...Desired improvements included a ... structure of scheduled periodic group pick-ups for activities like grocery shopping."

Last year, Whistlestop partnered with two high schools in Marin to create an intergenerational program that brought high school students and older adults together to converse and share stories in Spanish. The program was a huge success. Sadly, because there were no means of transporting the older adults to the high schools on a regular basis, the program was discontinued until transportation could be provided. Program coordinators and teachers are prepared and ready to revive it.

This past year, Whistlestop hosted a multicultural anniversary celebration. The seniors in Marin City's Sunshine Club were invited, but they had to pay to charter a vehicle to transport all of them. Another example was an excursion to the Cedars Textile Center. We had to use an expensive 12 passenger paratransit vehicle to transport a group of senior to a weaving program. These are ideal examples of where inclusion is warranted and Whistlestop would like to be able to provide such transportation.

Whistlestop seeks to acquire two, 12-passenger vans that will be dedicated to those older adults who want to maintain their independence, but have no way to enjoy the culture, educational opportunities, social interaction or entertainment Marin County offers its residents. For almost sixty years, Whistlestop has served the older adult and disabled community in Marin with paratransit services. Its expertise in management, staffing and administration can be easily shared with the Whistlestop's Excursion Van program.

- C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Three groups who are unlikely to attend a Whistlestop activity or the diverse and interesting activities in the County are the African American, Vietnamese, and Hispanic older adults in the Marin City area and the San Geronimo and Canal areas, respectively. It is challenging for these individuals to participate largely due to the geographic and/or language barriers. Many activities exist that would expand their horizons and better integrate them into mainstream Marin. Whistlestop will reach out to these groups by disseminating translated materials and other information about this new program through organizations that support these groups, such as the Canal Alliance, San Geronimo Valley Community Center, Community Action Marin, and the Marguerita C. Johnson Senior Center. In order to reach out to homebound older adults who live independently, Whistlestop will promote the new program through the Whistlestop Meals on Wheels program, through the Whistlestop Express newsletter (distribution of 24,000 each month in the Pacific Sun), through our website, and through ads in local newspapers.

*If this project involves housing, how will it affirmatively further fair housing?*

*If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

- D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

Whistlestop will welcome all older people who can get in and out of a van using a step stool. Wheel chairs and walkers can be folded up and stowed in the rear of the vehicles. We will provide trained staff who are accustomed to assisting people living with disabilities. The nature of the population served by Whistlestop's paratransit services makes it well-positioned to run an easily accessible passenger van program. Management, staff and drivers are trained to assist the aged and disabled. With their expert guidance, the van drivers will be prepared to provide the utmost accessibility and assistance to their riders.

- E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

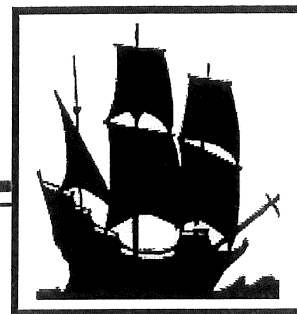
- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.**

**Remember that we don't accept e-mailed or faxed applications.**

# **Sir Francis Drake High School**

A California Distinguished School



**Liz Seabury, Principal**

**Eric Saibel & Chad Stuart, Assistant Principals**

Mr. Joe O'Hehir  
Whistelstop  
930 Tamalpais Ave, San Rafael,  
CA, 94901

Dec. 11, 2012

Dear Mr. O'Hehir,

The World Languages Department at Drake High School would like to thank Whistelstop for organizing and participating in a cultural exchange with our students. These types of experiences are hard to come by, yet they are extremely valuable. Allowing our students the chance to practice their Spanish while learning about the lives of native Spanish speaking senior citizens who live in our community is a great gift. As teachers of Spanish we are always looking for ways to engage students in real life situations and to overcome their fears of using the language. Your volunteers were so nice, accepting and open that many of the students felt as if they were talking to their own grandparents. The feedback from students was overwhelmingly positive. We hope that the volunteers who were involved felt the same. Below are a selection of comments from the students themselves.

*Thank you so much for helping us practice our colloquial Spanish! It has helped a lot. I appreciate how patient and easy-going you have been. I realize it can be hard to listen to teenagers who are butchering your native language. Your visits have showed me that what we are learning in class has a real world application: conversing with people! Thank you again.*

– Sam B., Junior

*It was a pleasure to talk to you all when you came to Drake High School. I was fascinated by all of your lives and the times you've had. I feel as though I learned beyond Spanish, and learned the rich history with which each one of you holds. It was a great learning experience.*

– Jamison B., Sophomore

*Thank you guys so much for taking the time to come and visit our school. The experience was very cool and it was fun talking to you about your lives. Conversations could get awkward sometimes when no one would know what to say but when they flowed it was great. Thank you.*

-- Giovanni C., Sophomore

*Thank you so much for visiting our classroom! I really enjoyed learning about where our guests came from and learning about their life stories. I thought it was very nice that we got to practice our spanish with real spanish speakers. Thank you!*

--Lindsey K., Junior

*Thanks for visiting Drake. It was very helpful to have a conversation with a native Spanish speaker. I can better understand the accents and it has made me more comfortable speaking Spanish. Specifically I'd like to thank Eda. She didn't seem displeased when my groupmates or I couldn't understand/didn't know the correct word to respond, and in fact was very helpful whenever an occasion like this occurred. Thanks.*

--Adam M., Junior

*Thank you very much for coming to our school. Thanks you for taking time out of your day to help us with our Spanish. We enjoyed talking to you and getting to know you. Thank you for helping us with our Spanish.*

--Isabel N., Sophomore

*Muchas gracias! Thank you very much for coming to talk with us. It was a lot of fun and it was very helpful to be able to talk to a native Spanish speaker. I really enjoy Spanish and I hope to continue to learn it so talking with someone who speaks it so naturally was very inspiring for me. Thank you so much for coming to our school!*

--Marley V., Junior

*Yo pienso que es necesario en la clase de español a tener la oportunidad a hablar con personas que hablen español perfecto. Para obtener éxito en español, necesitas hablar y eso oportunidad nos da la oportunidad perfecta. Me gustaban los reuniones con Whistlestop y no puedo esperar por la próxima visita.*

--Estudiante de Drake

*Era una buena oportunidad para nosotros oír personas de otras culturas y era interesante escuchar a las historias de las personas. También pienso que es importante usar español para cosas que no son ejercicios, pero cosas como hablar con personas que hablan español para su primera lengua.*

--Estudiante de Drake

*Desde mi punto de vista como profesora, la oportunidad de conectarnos con personas tan amables que son hispanohablantes es un tesoro. Los alumnos se animan al ver a la gente mayor y casi todos piensan en sus "abuelos" cuando hablan. Los jóvenes tienen un poco de miedo cuando tienen que hablar, y no comprenden todo de las conversaciones, pero si yo preparo más actividades explícitas de antemano creo que los nervios se desaparecerán.*

--Linda Bonura, Spanish Teacher

As you can see our students and teachers are very appreciative of these experiences. We hope we can continue this cross-cultural and cross-generational exchange. Please communicate to those who were involved our thanks and we look forward to the next time we are all together.

Sincerely,



Tristan Bodle  
Teacher Leader  
World Languages Department  
Sir Francis Drake High School

## Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** Marin Senior Coordinating Council dba Whistlestop

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	30%
Low income people	32%
People above the low income limits	38%

<b>Percentages (%)</b>	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<b>Ethnic/Racial Demographics</b>						N/A
Asian-American/Pacific Islander	8%	8%	4%		8%	
African-American/Black	2%	2%	8%		8%	
Caucasian/White	67%	67%	73%	100%	84%	
Native American	1%	1%	0			
Mixed Heritage	0	0	5%			
Unknown/other	22%	22%	10%			
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Latino/Hispanic Origin</b>						
Of Latino/ Hispanic Origin	22%	22%	10%			N/A
NOT of Latino/ Hispanic Origin	78%	78%	90%	100%	100%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Age</b>						
0-5 years old	0	0	0			N/A
6-17	1%	0	0			
18-24	0	0	3%			
25-59	19%	31%	58%	25%	42%	
60 +	79%	69%	38%	75%	58%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Gender</b>						
Female	66%	70%	25%	25%	67%	N/A
Male	34%	30%	75%	75%	33%	
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Disabled %</b>						N/A

<b>Involvement of Clients Your Organization Serves</b>	<b>Percent of Board/Committee Members Who Are Clients</b>
On Governing Board	8%
On Advisory Committee	N/A

MARIN COUNTY COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) PROPOSAL  
2014-15

RS-11

1. **Project Name:** Wise Choices for Girls
2. **Total Amount Requested:** \$14,000  
Non-housing proposals must specify the amount requested from each planning area.
3. **Project Sponsor:** Marin City Services District  
630 Drake Ave, Marin City, CA 94965/  
Jo Mi Jo Foundation  
369 B Third Street #1114  
San Rafael, CA.94901  
**Contact Person:** Alexis Wise

**Title:** Founder/Director

**Mailing Address:** Hanna Gallery  
170 Donahue St.  
Sausalito/Marin City,94965

**Telephone:**415-410-6715

**Ext.**

**Fax:**415-332-9225

**E-mail:**lwisem@aol.com

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$1,000
Richardson Bay Planning Area	\$12,000
San Rafael Planning Area	\$1,000
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

**Website (optional):Face book:** Wise Choices for Girls Community Organization

All future announcements will be sent to you by e-mail, unless you indicate otherwise:  Please send by mail.

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*The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.*

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Hanna Gallery, Gateway Shopping Center  
170 Donahue St.  
Sausalito/Marin City, Ca.  
94965

5. **Project Description:** Wise Choices for Girls is a Marin County girls group. We serve at risk low income youth from the ages of 12-18. Our goal is to inspire girls to strive for academic excellence by developing good daily study habits, we develop social and cultural competence and we serve our communities. We develop leaders through training, and collaboration with existing programs in the Marin County area, such as: Performing Stars, Youth Leadership Institute, Hanna project, Marin City Community Services District, Bridge the Gap, Woman's Commission Teen Girls Conference, which wise girls serve as ambassadors. Wise girls also serve on Marin County Youth Commission.

**6. Total Project Cost:** *(Include all costs for this particular project regardless of source.)* \$20,000



**7. Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Wise girls will utilize the CDBG funds on; **Equipment-** 10 tablets/ laptops \$400 each total, \$4,000. This will assist the girls to keep up with the ever changing technology mainly used for homework assignments. **Uniforms-**T-shirts, aprons, Jackets. \$1,500 **Nutritional meals-** \$3,000 **Transportation-** Gas, bridge toll, travel expenses. \$2,000 **Program supplies-** Flyers, brochures, event items, table cloths, napkins, utensils, serving tools, decorations, pencils/pens, notebooks, paper clips, printer ink, printer paper, lap top, projector.\$1,500.

**8. Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Youth Leadership Institute	Leadership Training	\$1,500	11/2013	In process		
Ray Menester	Training	\$1,000	09/2013	yes	11/2013	12/2013
Individual Donor	Meals	\$ 500	On going	yes	09/2013	09/2013
Marin City Development Center	Training	\$2,000	In process			

**9. Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation? Alexis Wise, Project/Founder will oversee and is responsible for this project. It will be implemented by offering nutritional meals. We offer demonstrations on preparing healthy meals. We sponsor speaker series involving professional women that share their experiences on how to be successful. We have training courses on manners and etiquette, and leadership skills. We will implement self-confidence courses, and we expose them to the world outside of Marin City. Classes will be offered for leadership training. The older teenage girls will also work with the younger girls as role models. Classes will be taught after school held at the Hannah Gallery and the Marin City Services District Teens facility. We also collaborate with existing programs throughout Marin County, such as: Performing Stars, 10,000 Degrees, Women's Commission Marin Teen Girls Conference, Hanna Project, Bridge the Gap, Youth Leadership Institute. Wise Girls meet three times per week, and every other weekend.

**10. Need for the Project:** There is such a need for this project. At risk girls, often come from dysfunctional/and or disadvantage lifestyles. Through positive, productive interaction with mentoring programs, tutoring programs, health programs, nutritional information and general assistance, we guide these girls to make "Wise Choices" in their everyday lives.

**A. Need Group**

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

12-30 needy, underserved/low income girls ages 12-18 of Marin County will benefit from this project. The income level of these girls families are well below \$30,000 per year, with household sizes more than 3-4 per household, some far below this level. The majority of these girls live in Marin City; however we are also serving low income areas of Mill Valley, Novato, and the Canal areas. We document eligibility by having parents complete a registration form including their income.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group? It is documented that girls are most vulnerable, starting at age 12-18. There is a need for mentoring these at risk/high risk girls to make wise choices. The need is prevalent due to the circumstances surrounding their everyday struggles. Wise Choices offers these girls a safe place to share and overcome the emotional disparities due to economic/social hardships. Wise girls are encouraged to join academic tutoring classes, leadership training, health workshops, and etiquette classes. Wise Choices ensures safe travels to/from each of these programs throughout Marin County. Yes, it will assist the needy and or underserved.*

- C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

*Our Affirmative Marketing Strategies target **all** girls from **all** backgrounds, primarily the girls we serve are African American, however; we include Caucasian, Hispanic, Asian, Indian, and Middle Eastern youth. We realize it is difficult to bridge the gap between different cultural, social economic groups. At Wise Choices for Girls we bridge that gap, by providing a very safe and neutral zone for the girls to meet: The Gateway Shopping Mall in Marin City, CA. Hanna Gallery. Parents from each of these groups have visited and are very comfortable with the location. We include all 5 high school districts at Wise Choices for Girls. All girls and their families are comfortable with our overall structure of the program, including guest speaker series, drug and alcohol awareness, self-esteem building, health education, and career training, and more.*

*If this project involves housing, how will it affirmatively further fair housing?*

*If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

- D. Accessibility: What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities? Wise Choices for Girls do not discriminate. Our programs are offered to everyone/anyone who wants the opportunity. We encourage and welcome all girls to join with different cultural backgrounds, economic differences, and with physical/mental/learning disabilities.
- E. Green Building: For new construction or rehabilitation, what will you do to incorporate "green building" principles?
- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
  - The current year's application form must be used.
  - Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
  - **Applications sent by fax or e-mail will not be accepted.**
  - This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
  - Don't forget to fill out the Organization Profile form.
  - All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.**

**Remember that we don't accept e-mailed or faxed applications.**

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### Organization Profile – 2013-14 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive a CDBG grant. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** Wise Choices for Girls

My organization does not gather demographic data.  My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	100%
Low income people	
People above the low income limits	

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<b>Ethnic/Racial Demographics</b>						
Asian-American/Pacific Islander	2					
African-American/Black	12		1			5
Caucasian/White	2					
Native American						
Mixed Heritage	4		1			1
Unknown/other						
<b>TOTAL %</b>	100%	100%	100%	100%	100%	100%
<b>Latino/Hispanic Origin</b>						
Of Latino/ Hispanic Origin	3					
NOT of Latino/ Hispanic Origin						
<b>TOTAL %</b>	100%	100%	100%	100%	100%	100%
<b>Age</b>						
0-5 years old						
6-17	12-20					
18-24		1				1
25-59		1				1
60 +						3
<b>TOTAL %</b>	100%	100%	100%	100%	100%	100%
<b>Gender</b>						
Female	20					3
Male						2
<b>Total %</b>	100%	100%	100%	100%	100%	100%
<b>Disabled %</b>						

Involvement of Clients Your Organization Serves	
On Governing Board %	<del>0</del>
On Advisory Committee %	<del>0</del>