

# RICHARDSON BAY PLANNING AREA

## PUBLIC HEARING

### COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

Wednesday, March 14, 2012  
7:00 p.m.

Marguerita C. Johnson Senior Center, Multipurpose Room  
640 Drake Avenue  
Marin City

### A G E N D A

1. Community Development Block Grant (CDBG) Staff Report:  
Recommendations for Project Funding
2. Public Comments on CDBG Project Proposals
  - A. Housing Projects
  - B. Capital Projects
  - C. Public Service Projects
3. Action by Richardson Bay Local Area Committee: Recommendations to  
Countywide Priority Setting Committee for Planning Area Projects
  - A. Housing Projects
  - B. Capital Projects
  - C. Public Service Projects
4. Open Time for Public Comment on Matters Not on the Agenda

#### Future Hearings

March 29	Countywide Priority Setting Committee (CDBG Countywide Housing Projects, HOME Program Projects, and Ratification of CDBG Planning Area Recommendations) Board of Supervisors Chambers Marin County Civic Center, Room 330 3501 Civic Center Drive, San Rafael	7:00 p.m.
May 8	Marin County Board of Supervisors Board of Supervisors Chambers Marin County Civic Center, Room 330 3501 Civic Center Drive, San Rafael	(time to be determined)

If you have questions about the public hearing, please call Roy Bateman at 473-6698 at the Marin County Community Development Agency. People using TTY devices may reach us at 473-3232 (TTY) or through the California Relay Service at 711. In consideration of persons with environmental sensitivities, please do not wear perfume or other fragrances. Sign language interpretation and translation into languages other than English are available upon request. Please call our office at 473-6279, at least three days in advance of the public hearing you want to attend, if you need language translation, a sign language interpreter, an assistive listening device, or other reasonable accommodation. Call Golden Gate Transit (455-2000, 257-4554 TDD) for transit information.



The Consolidated Plan, Annual Action Plans, Consolidated Annual Performance and Evaluation Reports, records regarding past use of Community Development Block Grant, HOME Investment Partnerships Program, and Housing Opportunities for Persons with AIDS Program funds, the Civil Rights Policy, the Residential Antidisplacement and Relocation Assistance Plan, the Nondiscrimination Policy, and program files are available for inspection at the Marin County Community Development Agency, 899 Northgate Drive, Room 408, San Rafael, California. Copies of documents are available in accessible formats upon request.

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## MEMORANDUM

### MARIN COUNTY COMMUNITY DEVELOPMENT AGENCY

TO: RICHARDSON BAY LOCAL AREA COMMITTEE

FROM: Roy Bateman  
Reid Thaler

SUBJECT: Recommendations for Funding Year 38 (2012-13)  
Community Development Block Grant (CDBG) Proposals

DATE: March 7, 2012

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The recommendations from Community Development Block Grant staff for funding projects in the Richardson Bay Planning Area are listed below. These recommendations will be presented and considered at the Richardson Bay Area public hearing on Wednesday, March 14, 2012, at 7:00 p.m., at the Marguerita C. Johnson Senior Center, Multipurpose Room, 640 Drake Avenue, Marin City.

#### A NOTE ON THE CDBG FUNDING LEVEL

##### The Basics

Last year, Marin County's CDBG allocation was \$1,440,542, and our HOME Program allocation was \$1,084,869. For the 2012-13 program year, Marin's CDBG allocation is being cut by 19%, with an expected grant amount of \$1,166,041. Marin's HOME allocation is being cut 46%, with an expected grant amount of \$594,462.

To put this in perspective, if we account for inflation, the buying power of the expected 2012-13 CDBG grant is only 17.6% of the \$2,427,000 CDBG allocation that Marin received in 1980.

##### Spending Deadlines

The ability to spend funds quickly has become increasingly important. Under pressure from Congress, HUD is becoming more aggressive about taking CDBG funds away from communities that can't spend them fast enough. HUD takes sanctions if, on the annual test date in late April, a community has unspent CDBG funds that exceed 1.5 times its annual CDBG grant amount. As our CDBG grant declines, the amount of unspent funds we can hold also declines.

### Administrative Expenses Likely to Exceed Limit

It is becoming more of a challenge to operate the CDBG program within the administrative allowance set by the regulations. CDBG regulations limit administrative expenses to 20% of available funds. The list below shows the trend in the percentage of CDBG funds spent for administration in recent years:

Fiscal Year	Percentage of CDBG Funds Spent for Administration
1999-2000	12.97%
2000-01	15.86%
2001-02	17.57%
2002-03	13.21%
2003-04	11.09%
2004-05	13.09%
2005-06	15.13%
2006-07	16.62%
2007-08	19.50%
2008-09	16.74%
2009-10	19.87%
2010-11	20.00%*

\*The 2010-2011 entry includes \$65,500 booked as an unliquidated obligation for accrued liability for future retiree health benefits, which has the effect of reducing our administrative percentage in the future.

Administrative, monitoring, and regulatory requirements from the federal government have been increasing. Congress wants greater accountability and more recordkeeping, and as HUD enhances its computer system, we are asked to feed that system more information. Changes in government accounting standards and local accounting systems require more complex work to assure that transactions are posted correctly, almost doubling our cost of accounting services. We need to contribute our share of the cost to build a reserve for retiree health benefits. The CDBG Program has cut staff hours, reducing staff from 3 to 2.5 FTE, which has reduced costs but did not affect workload. One way to reduce the administrative workload to match the reduction in staff hours would be to reduce the number of projects we have to administer. If we reduce the number of projects, we will reduce the volume of project contracts, project monitoring reports, invoice processing, and accounting so that our workload can better match our reduced staffing level.

There are certain fixed costs of basic HUD compliance, reporting, and monitoring of past projects. There are no indications that Congress or HUD will reduce the administrative requirements they impose on localities. There are also variable costs for contract administration, reporting, invoice processing, and accounting, which are largely dependent on the number and complexity of projects we fund.

The CDBG program regulations allow us to spend 20% of available grant funds on administrative costs (including staff, rent, overhead, and office expenses). In that formula, available grant funds also include revenue ("program income") received from

past projects, such as repayments of loans made by the Rehabilitation Loan Program and payments in conjunction with the sale of properties that were purchased or improved with CDBG funds.

If present trends continue, we may be only a year from the point where the CDBG grant's allowance for administration won't cover the full cost of CDBG administrative expenses, depending on how much program income we receive. We estimate that, for the 2012-13 program year, the CDBG administrative expenses incurred by the County will, for the first time, exceed the grant's administrative allowance. Because the program income component of the formula varies from year to year, it is difficult to predict the administrative shortfall. We expect that the range will be somewhere between \$3,000 and \$49,000, with the most likely value approximately \$33,000. Because the CDBG program is operated by the County, the County is solely responsible for this financial exposure and would have to absorb any excess expenses.

#### Implications for Public Service Projects

CDBG public services are limited to 15% of the grant. Particularly during the recession, staff would be reluctant to suggest eliminating the public service category. There is a strong case for funding public services at the full 15% allowed, but concentrating the funds among a reduced number of projects. If we maintain public services at 15% of the grant, then reducing the number of public service projects would not change the total funds provided for public services, but would result in a higher average grant amount per project.

#### Reducing the Overall Number of Projects

Over the last 12 years, the number of CDBG projects funded each year has fluctuated between 36 and 52 projects per year. Last year, Marin funded 38 CDBG projects.

If we were to scale down the number of CDBG projects in proportion to the decline in funds, that would mean reducing the number of projects from 38 to 31. That may not be enough to shrink administrative expenses to the point where they will be covered by the administrative allowance provided by the grant. Administrative costs are not strictly proportional to the number of projects, partly because there is a fixed cost for meeting HUD planning and reporting requirements. In order to bring actual CDBG administrative costs in balance with the administration allowance provided by the CDBG grant, we might have to reduce the number of projects by 1½ times the grant reduction, or 28.5%. In that scenario, we would need to reduce the number of CDBG projects from 38 to 27.

*At its February 16, 2012 meeting, the CDBG Countywide Priority Setting Committee set a goal of reducing the number of CDBG projects from 38 to 27, instructed County staff to make all reasonable efforts in its budget recommendations to achieve that goal, and asked all Planning Areas to join in this difficult process.*

#### Recommendations for Richardson Bay

The staff recommendations for the use of CDBG Richardson Bay Planning Area funds are shown in the table on page 7.

HUD made a special effort to announce grant allocations early in this funding round, but there is always the possibility that HUD will announce minor changes in the County's grant amount later in the process. To avoid the need for an additional hearing, staff recommends that the grant amounts set at the Richardson Bay Local Area Hearing be subject to change if HUD revises our CDBG formula allocation, so that the final funding amounts will be proportional to the amounts shown in this report. Where feasible, staff would then round numbers to the nearest hundred dollars. However, no project could receive more than the amount the sponsor requested.

A supplemental table on page 16 lists all the applications received and the amount staff recommends for each project, as well as some additional information about the equal opportunity impact of each proposal. In view of the commitments the County has made in the Implementation Plan for its Analysis of Impediments to Fair Housing Choice, we are including information about the extent to which racial and ethnic minorities are being served by potential projects, and ratings of each applicant's affirmative marketing plans. Affirmative marketing is a process by which an organization analyzes which racial and ethnic groups are least likely to apply for its services, followed by targeted marketing efforts to reach those "least likely to apply" groups. (Please note that federal guidelines recognize Hispanic status as an ethnicity, not as a race.)

For projects which have previously received CDBG funding, we have included the percentage of clients who are racial minorities and the percentage of clients who are Hispanic, based on reports that have been previously filed by the sponsors. For new proposals, not previously funded by CDBG, we were not able to report this information, and have noted "new" in the data columns.

For all proposals, we have included a staff evaluation of the sponsor's answer to the affirmative marketing question on the CDBG application. An "A" grade indicates that the applicant analyzed which racial and ethnic groups are least likely to apply for its project, and clearly stated how they would market their project specifically to the "least likely to apply" groups. A "B" grade indicates that the applicant was responsive to the question, but was not specific enough in its analysis of which racial and ethnic groups are least likely to apply, was too general in its proposed affirmative marketing activities, or proposed weak affirmative marketing actions. A "C" grade indicates that the applicant was not responsive to the question. Because this is the first year that the answer to this question is receiving increased scrutiny, many applicants are still on a learning curve. In

some cases, the quality of an applicant's response to the affirmative marketing question is very different from its actual affirmative marketing performance. It is also possible for a project to be very effective in serving a particular minority group but to be less effective in affirmatively marketing its services to others.

Reprogramming of Previously Allocated Funds

At its January 1992 meeting, the CDBG Priority Setting Committee decided that unspent CDBG balances allocated to projects over two years ago should be considered for reallocation ("reprogramming") to other projects which may be in greater need of the funds. In compliance with this policy, CDBG staff has sent the required 30-day notices to all project sponsors with CDBG funds which were allocated two years ago or earlier, as well as to newer projects which have been moving slowly, so that the Committee would have the option of reprogramming these funds. This year, there were two projects with unspent balances over two years old in the Richardson Bay Planning Area, along with one project that needs to have its funds reprogrammed to a new location.

Gates Cooperative (Gates Cooperative, Marin County Housing Authority, and EAH Inc.)

(1985-86)	\$24,824.89
(1986-87)	28,636.00
(1987-88)	15,000.00
(1988-89)	9,000.00
(1989-90)	500.00
(1990-91)	1,250.00
(1992-93)	10,000.00
(1993-94)	21,692.00
(1994-95)	15,000.00
(1996-97)	17,300.00
(1997-98)	27,007.00
(2004-05)	22,000.00
(2005-06)	47,558.00
(2008-09)	18,809.00
(2009-10)	51,200.00
(2010-11)	<u>21,200.00</u>
TOTAL	\$330,976.89

The Gates Cooperative is a liveaboard low-income community located within Waldo Point Harbor, just north of Sausalito. CDBG funds are being held for use by Gates Cooperative residents for rehabilitation of individual boats to bring them up to code standards so they will qualify to remain in the new Waldo Point Harbor project. A very lengthy planning approval process for Waldo Point Harbor has been completed, documents to formalize affordability restrictions are close to completion, and rehabilitation of the Gates Cooperative boats could begin this year. Therefore, staff recommends that the CDBG Richardson Bay allocation for the Gates Cooperative be maintained for this project.

Note that the amounts listed in the table above are limited to the CDBG allocations for the Gates Cooperative from the Richardson Bay Planning Area component of CDBG. There are also allocations for the Gates Cooperative from the Countywide Housing component of CDBG. The combined total of CDBG funds being held for the Gates Cooperative from the Richardson Bay and Countywide Housing components is \$695,616.

Marin City Community Development Corporation Offices—ADA Accessibility Improvements (Marin City Community Development Corporation and Marin City Community Services District)

(2011-12) \$20,000

Last year, CDBG funds were allocated to the Marin City Community Development Corporation (CDC) and the Marin City Community Services District for handicapped accessibility of a building used as a job training center for low-income people. Since then, the CDC acquired another building where it is now operating the job training program. The new site requires rehabilitation for handicapped accessibility to maintain its certification with the State Commission for the Accreditation of Rehabilitation Facilities. Staff recommends that last year's funds be reprogrammed to the CDC for handicapped accessibility at the new location:

Marin City Community Development Corporation Offices \$20,000  
(Marin City Community Development Corporation)  
441 Drake Avenue, Marin City

The Redwoods (Community Church Retirement Center)  
(2007-08)

\$17,889

The Redwoods is a highly regarded senior housing project with many levels of care. The Redwoods includes 150 independent living apartments, 108 residential care units, 26 personal care units, and 58 units in a skilled nursing center. Because it combines independent living and licensed care units, the Redwoods is able to care for seniors even if they become too frail to live on their own. The complex includes a dining room, library, computer center, convenience store, an area for gardening, and space for a wide range of activities. The Redwoods is firmly committed to maintaining a mixed-income community through the use of Section 8 vouchers for 60 of its independent living apartments and through its own internal subsidy program.

The 2007 funds were set aside for rehabilitation of the independent living apartments, which were constructed in 1972 and are in need of updating and utility infrastructure improvements. Staff recommends holding these funds for The Redwoods so that the project sponsor can refine the scope of its project and raise additional funds. In the event that The Redwoods determines that its project would not meet the requirements of the CDBG program within the next several months, staff recommends that its Richardson Bay allocation be reprogrammed to Galilee Harbor.



**RECOMMENDED COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING ALLOCATIONS FOR THE RICHARDSON BAY PLANNING AREA**

<b>Housing</b>	Galilee Harbor-rehabilitation	Galilee Harbor Community Association	300 Napa Street, Sausalito 94965	Public improvements for liveboard community	\$40,873
	Rehabilitation Loan Program	Marin Housing Authority	4020 Civic Center Drive, San Rafael 94903	Staff salaries to provide residential rehabilitation loans	\$15,000
					<b>\$55,873</b>

**Capital** There were no capital project proposals funded this year.

<b>Public Service</b>	Family Outreach Project	Marin Head Start	610 Drake Avenue, Marin City 94965	Family outreach services	\$7,172
	Marin Learning Center, Therapeutic Services	Community Action Marin Child Development Program	100 Phillips Drive, Marin City 94965	Therapeutic services for children	\$7,000
	Performing Stars	Performing Stars of Marin	271 Drake Avenue, Marin City 94965	Social/self development for low income children	\$7,000
	Senior Access Scholarships	Senior Access	70 Skyview Terrace, Bldg. B, San Rafael 94903	Scholarships, elderly day care	\$2,500
<b>TOTAL</b>					<b>\$79,545</b>

<b>Total Available for Planning Area</b>	<b>\$79,545</b>
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<b>Maximum Richardson Bay Planning Area funds available for Public Services</b>	<b>\$23,672</b>
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<b>Minimum Richardson Bay Planning Area funds required for Housing (County policy requires each planning area to allocate at least 30% of its funds for housing.)</b>	<b>\$23,663</b>
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## HOUSING PROJECTS

### 1. Galilee Harbor (Galilee Harbor Community Association)

The Galilee Harbor Community Association is seeking funding towards a major project which has enabled the Galilee Harbor liveaboard community to relocate its 38 member boats to a permanent marina site on the Sausalito waterfront. Over 90% of the residents of Galilee Harbor are low income, and this project represents a unique opportunity to preserve existing affordable housing while retaining the character of the working waterfront. In November 1995, the Bay Conservation and Development Commission (BCDC) approved a settlement agreement with Galilee Harbor which has enabled the project to move forward. The terms of its settlement agreement with BCDC require Galilee Harbor to complete public improvements (including a parking area, public access paths, landscaping, docks, a wheelchair access ramp, and utility hook-ups).

In 1997, with CDBG assistance, Galilee Harbor purchased the final portion of its site. In 1999, Galilee Harbor completed dredging and excavation in preparation for the installation of new docks. In 2001, toxic remediation was completed, and a portion of the parking lot for residents was constructed. In 2003, new docks and sewer connections were built. In 2004, many boats were connected to the sewer, bathrooms were completed, an irrigation system was installed, benches and picnic tables were installed in the public access area, and historic pilot houses from the Issaquah Ferry were moved to the entrance to the main Galilee Harbor dock. In 2005, concrete piles were removed from the dinghy dock area. In 2006, Galilee buried the electric service for the harbor. In 2007, Galilee made landscaping improvements, encased sewer boxes, replaced the wood floors in the pilot houses, installed a ramp at the dinghy dock, established a revolving loan fund to help residents pay for hook-ups to the sewer system, replaced the roof of the building where the showers, toilets, and laundry machines are located, and added railings to the handicapped access ramp at that building. In 2011, Galilee installed a floating wheelchair ramp for dock access.

The recommended funding would be used towards the next phase of improvements, including installation of asphalt paving to permanently cap a shorefront area which had been contaminated with diesel fuel, hydraulic fluid, and heavy metals. The asphalt paving would replace a temporary liner and meet state environmental standards. Galilee Harbor is also required to have a garbage enclosure with a roof and fire sprinkler system. Galilee Harbor also needs to begin to prepare its application to BCDC to renew its permits, which would otherwise expire in 2016.

By preventing the displacement of existing lower income residents, Galilee Harbor will retain economic diversity and the historic working waterfront in an area with extremely high housing costs.

Equal Opportunity Analysis: Racial minorities are very well represented among the beneficiaries of this program. Hispanics are slightly under-represented compared to their proportion of the Marin population. The sponsor's affirmative marketing proposal is responsive (rated B).

2. Rehabilitation Loan Program (Marin Housing Authority)

There is an ongoing need for rehabilitation loans for lower income homeowners in the Richardson Bay area. Over the past thirty-six years, the Housing Authority has made 134 rehabilitation loans totaling over \$2.3 million in the Richardson Bay area. The program operates on a countywide basis. Loans are made available to owners of single-family homes to correct substandard housing conditions, to eliminate health and safety hazards, to create second units within an existing house where permitted by local ordinance, for rehabilitation of houseboats docked at approved berths, and for mobile homes located within a mobile home park. New loans range from \$5,000 to a usual limit of \$35,000, with an average of \$25,000. Loan terms are set according to the borrower's situation. The program offers amortized loans, interest-only loans, and deferred payment loans (with no payments due until the property is transferred). New loans are being made at a 5% interest rate.

Seventeen years ago, in response to a local policy limiting the number of CDBG projects, the Housing Authority expanded the scope of this program to include non-profit-operated group homes serving special populations. The program offers group homes deferred payment loans at 3% interest, with no payments due until the use or ownership of the house changes. This has enabled the CDBG program to continue to assist the rehabilitation of group homes while reducing the administrative burden on the CDBG office. Involvement of the Housing Authority as intermediary also gives group homes the benefit of the knowledge of the rehabilitation experts on the staff of the Housing Authority.

The Gates Cooperative is a liveaboard houseboat community within Waldo Point Harbor. After Waldo Point Harbor receives County permits, staff recommends that the Rehabilitation Loan Program help Gates Cooperative members upgrade their boats to meet code standards so that they can qualify for berths in the new Waldo Point Harbor. Staff of the Rehabilitation Loan Program have been working closely with the Gates Cooperative and EAH, Inc. to carefully plan the details of houseboat rehabilitation for the Gates Cooperative. Once permits have been obtained for the Gates Cooperative, CDBG staff recommends that the Rehabilitation Loan Program make a major shift in its activities so that it can devote most of its efforts to the rehabilitation of Gates houseboats. During the period of Gates rehabilitation, the Program's activity with single-family houses and group homes would be limited.

The recommended funding would be used towards the cost of staff and other operating expenses of the Rehabilitation Loan Program. The program's loans are funded from a revolving loan fund. Revenue from monthly loan payments and repaid loans is expected to total \$350,000 in program income for the 2012-13 program year, and will be added to the revolving loan fund and used to make additional loans.

Equal Opportunity Analysis: Racial and ethnic minorities are under-represented among the beneficiaries of this program, partly because racial and ethnic minorities are under-represented among homeowners and the elderly. A large fraction of the program's beneficiaries are elderly homeowners. However, the sponsor's affirmative marketing proposal is excellent (rated A).

Both Galilee Harbor and the Rehabilitation Loan Program are being recommended for less than the requested amounts. Galilee Harbor has been a CDBG project for 30 years, and it is important that the improvements required as conditions of its Bay Conservation and Development Commission permits be completed before it seeks renewal of those permits. The recommended funding for the Rehabilitation Loan Program is the minimum necessary to continue this ongoing program at an adequate staffing level to accommodate the rehabilitation of the boats in the Gates Cooperative.

Because of the intense competition for Richardson Bay CDBG funding this year, staff did not recommend three housing proposals for Richardson Bay area funding.

The Camino Alto Apartments, a 24-unit apartment complex for tenants with physical disabilities, is seeking funding to replace the roof, to enlarge the manager's office, and to improve handicapped accessibility. Existing reserves and a previous CDBG allocation should be enough to replace the roof, which is the most urgently needed item.

The Gates Cooperative, a liveaboard houseboat community described on page 5 of this report, is seeking additional CDBG funds for rehabilitation of its members' boats. After many years of waiting, it is expected that the owner of Waldo Point Harbor will obtain building permits from the County this year, which will make it possible for Gates Cooperative boats to receive permits to bring their boats up to code standards. The good news is that the total cost of rehabilitation is likely to be lower than had been feared. Inspections are now underway, and soon there should be more clarity about the total rehabilitation cost. Presently, the County is holding a total of \$695,616 in CDBG funds (including both Richardson Bay and Countywide Housing funds) for rehabilitation of the Gates Cooperative boats. HUD has established strict "timely spending" requirements for CDBG, utilizing an annual test in late April. If, on the test date, a community has unspent funds that exceed 1.5 times its annual CDBG grant amount, HUD will designate the community as a "high-risk" grantee. HUD has also taken CDBG funds away from communities that violate the timely spending standard. The reduction of grant awards is done through an automated process, so there is no opportunity to request a waiver or extension. Therefore, staff is reluctant to allocate additional funds for the Gates Cooperative until its spending needs are more certain.

While rehabilitation of The Redwoods (described on page 6) is a worthy project, it does not seem as urgent as meeting the conditions of the BCDC permits for Galilee Harbor before those permits are due for renewal, and supporting the Rehabilitation Loan Program in bringing Gates Cooperative boats up to code standards so that they can meet BCDC permit requirements to remain in the reconfigured and renovated Waldo Point Harbor.

## CAPITAL PROJECTS

Neither of the two capital project proposals in the Richardson Bay Planning Area were recommended for funding.

Last year, CDBG funds were allocated to the Marin City Community Development Corporation (CDC) for office rehabilitation for handicapped accessibility, but the CDC moved to a new location before the funds were expended. This year, the CDC applied for funding to rehabilitate its new offices for handicapped accessibility. Because last year's CDBG allocation should be sufficient to complete the rehabilitation, staff does not recommend additional funding for this project. However, we are recommending that last year's funding be formally "reprogrammed" (transferred) to the new location. (See page 6.)

The Marin Learning Center applied for CDBG funds to remove the tree bark used as the surface of its outdoor play area and replace it with a rubberized surface. Given the need to limit the total number of CDBG projects, staff gave priority to Galilee Harbor and the Rehabilitation Loan Program. It is important that Galilee Harbor fulfill the requirements of its BCDC permits before those permits are due for renewal, and supporting the Rehabilitation Loan Program will make it possible to bring Gates Cooperative boats up to code standards so they can meet BCDC permit requirements to remain in the new Waldo Point Harbor.

## PUBLIC SERVICE PROJECTS

### 1. Family Outreach Program, Marin Head Start (Community Action Marin)

Head Start is a national program that provides comprehensive developmental services for low-income pre-school children (3 to 5 years old) and social services for their families. The family outreach worker provides social and family support services for lower-income Richardson Bay area families whose children are enrolled in the Head Start program. The outreach worker also helps families with crisis issues and provides a linkage to social services. The program has expanded the number of families in its Early Head Start component. The goal of Head Start is to help children gain the skills to succeed in school and later in life. An integral part of the success of the program is its focus on family and supporting the family to move toward self-sufficiency. The outreach workers develop strong relationships with families, visit each family at home, and are available on a daily basis at the center to meet with families and discuss their concerns. National studies tracking families which have participated in the Head Start program have shown that they are less likely to need additional social services in the future than families which have not participated in the program. Local statistics show that over 60% of the children with special needs who have participated in Early Head Start are exited from special education prior to entering Kindergarten.

Equal Opportunity Analysis: In the countywide Head Start Program, racial minorities are under-represented and Hispanics are very well represented. The sponsor's affirmative marketing proposal is responsive (rated B).

### 2. Marin Learning Center (Community Action Marin)

The Marin Learning Center provides child care, along with therapeutic services that address issues of social and emotional development. The Center continues to develop its therapeutic component for children and their families, as well as its focus on kindergarten school readiness, social and emotional development, cultural and environmental awareness, and community building. The therapeutic component at the Marin Learning Center is based on a play therapy room model and is staffed by a licensed therapist. The focus of the play room is to assist children in developing social and emotional skills and to create a climate of mutual respect, caring, and trust. The therapist works with small groups of children on a regular basis, consults with staff, and meets with parents. The Learning Center serves low income and working families.

Equal Opportunity Analysis: Racial minorities are very well represented among the beneficiaries of this program. Hispanics are extremely well represented compared to their proportion of the Marin population. The sponsor's affirmative marketing proposal is responsive (rated B).

3. Performing Stars of Marin

Performing Stars of Marin is dedicated to building the self-esteem of low income children of Marin County through activities in the performing, visual, and literary arts as well as providing access to summer day camp programs and field trips. This program has proven to be a valuable tool for building self-confidence in participating children. Staff recommends funding towards staff for this program.

Equal Opportunity Analysis: Racial minorities are very well represented among the beneficiaries of this program. Hispanics are under-represented compared to their proportion of the Marin population. The sponsor's affirmative marketing proposal is responsive (rated B).

4. Senior Access

Senior Access benefits frail elderly people and handicapped adults, who, because of their memory loss, are unable to gain access to and utilize existing community resources designed for the more independent elderly. Services include physical therapy, nursing and social work services, recreational activities, and a hot noon meal. The program also provides respite, support, and counseling for family members who serve as caregivers. CDBG funds will be used for scholarships for clients who have incomes substantially below the CDBG income limits. This project has been funded through the CDBG program since 1982, and staff recommends continued funding for this program.

Equal Opportunity Analysis: Racial and ethnic minorities are under-represented among the beneficiaries of this program, partly because racial and ethnic minorities are under-represented among the elderly. The sponsor's affirmative marketing proposal is responsive (rated B).

Staff recommends that we continue to fund public services at the maximum level permitted by the CDBG regulations (15% of the grant, plus 15% of any income returned to the program), but that we fund fewer projects. A reduction in the number of public service projects does not diminish the amount of public service funding, and actually results in a higher average grant in the public service category.

In the Richardson Bay Planning Area, staff is recommending four public service projects for funding this year, one less than was funded last year in this planning area. Given the substantial reduction in the CDBG resources available for public services in the Richardson Bay Planning Area this year, staff is recommending that the funds be targeted primarily to projects serving Marin City, the community where there is the most severe need for services. In formulating our recommendations for which public services should be funded, staff considered three questions:

- To what extent does the program serve racial and ethnic minorities or people with disabilities, and does the sponsor have a reasonable affirmative marketing plan?



- Does CDBG represent a significant percentage of the project sponsor's total budget?
- In the context of other available resources, which projects can have the most lasting impact with a small amount of CDBG funds?

These three considerations led us to the conclusion that we should recommend funding for the Family Outreach Program, Marin Learning Center, Performing Stars of Marin, and Senior Access.

The Marin Brain Injury Network, the Housing Search Specialist, and the Family and Children's Law Center were not recommended for funding although they have been recommended for funding in other planning areas.

Marin Grassroots has withdrawn its Carnival of Cultures Festival proposal.

Staff also considered the requests for public service funding for Home Connection of Marin and Neighborhood Talk, but did not find them to be sufficiently compelling to recommend for funding in a year when our grant is 19% less than last year's amount.

**RICHARDSON BAY**

TYPE	PROJECT #	PROJECT NAME	If previously funded, data reported:		Quality of Affirmative Marketing Plan	REQUEST	Recommended New Funds	Reprogrammed Funds	
			% Racial Minorities	% Hispanic					
Housing	RH - 1	Camino Alto Apartments-rehabilitation	13%	0%	A	\$55,000			
	RH - 2	Galilee Harbor-rehabilitation	34%	11%	B	\$237,300	\$40,873		
	RH - 3	Gates Cooperative	7%	0%	B	\$256,400			
	RH - 4	Rehabilitation Loan Program	10%	0%	A	\$35,000	\$15,000		
	RH - 5	The Redwoods-Rehabilitation	0%	4%	B	\$1,000,000			
						<b>\$1,583,700</b>	<b>\$55,873</b>	<b>\$0</b>	
Capital	RC - 1	Marin City CDC-office rehab	New	New	B	\$14,752		\$20,000	
	RC - 2	Marin Learning Center-Rehabilitation	36%	57%	B	\$16,000			
						<b>\$30,752</b>	<b>\$0</b>	<b>\$20,000</b>	
Public Service	RS - 1	Carnival of Cultures Festival (withdrawn)	New	New	B	\$2,000			
	RS - 2	Family Law Legal Services	8%	35%	A	\$15,000			
	RS - 3	Family Outreach Project	12%	69%	B	\$9,299	\$7,172		
	RS - 4	Home Connection of Marin	New	New	A	\$2,400			
	RS - 5	Housing Search Specialist	43%	10%	A	\$2,700			
	RS - 6	Marin Brain Injury Network Services	3%	3%	B	\$2,000			
	RS - 7	Marin Learning Center, Therapeutic Services	36%	57%	B	\$20,000	\$7,000		
	RS - 8	Neighborhood Talk	New	New	B	\$500			
	RS - 9	Performing Stars	68%	3%	B	\$20,000	\$7,000		
	RS - 10	Senior Access Scholarships	9%	9%	B	\$7,000	\$2,500		
						<b>\$80,899</b>	<b>\$23,672</b>	<b>\$0</b>	
Marin County, 2010 Census						20%	16%	<b>TOTAL</b>	<b>\$79,545</b>
						<b>\$80,899</b>	<b>\$23,672</b>	<b>\$0</b>	
<b>Total Available for Planning Area</b>								<b>\$79,545</b>	
<b>Maximum Richardson Bay Planning Area funds available for Public Services</b>								<b>\$23,672</b>	
<b>Minimum Richardson Bay Planning Area funds required for Housing (County policy requires each planning area to allocate at least 30% of its funds for housing.)</b>								<b>\$23,863</b>	