



2019-2020

**Community Development Block
Grants (CDBG)**

San Rafael

Funding Applications

**2019-2020 County of Marin
Community Development Block Grant (CDBG) and HOME Project Proposal List**

APP. #	PROJECT NAME	PROJECT SPONSOR	PROJECT ADDRESS	DESCRIPTION	CDBG REQUEST	HOME REQUEST
San Rafael Planning Area					\$636,499	
Housing						
SH-1	AWD Affordable Housing Electrical Upgrade	Art Works Downtown, Inc.	1337 4th Street, San Rafael	Upgrade electrical system in affordable units and main switch	\$450,000	
	Housing subtotal				\$450,000	
Capital						
SC-1	Pickleweed Park and Playground Improvements	City of San Rafael DPW	50 Canal St, San Rafael	Replacing play structure and equipment at Pickleweed Park	\$138,000	
	Capital subtotal				\$138,000	
Public Services						
SS-1	University Prep (UP!)	Canal Alliance	86 Larkspur St, San Rafael	Support middle school, high school and college students including homework assistance and academic workshops	\$15,000	
SS-2	Pickleweed Preschool	City of San Rafael	50 Canal St, San Rafael	Support instructor salary at Pickleweed Preschool	\$33,499	
	Public Services subtotal				\$48,499	



2019/20 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. If your project allows, you may apply under multiple categories.

CDBG Public Services		CDBG Public Facilities/Improvements	
CDBG Housing Construction/Acquisition		HOME Housing Construction/Acquisition	
CDBG Housing Rehabilitation	X	HOME Housing Rehabilitation	

2. Organization (Fiscal Sponsor) General Information:

ORGANIZATION/AGENCY NAME	Art Works Downtown, Inc.
MAILING ADDRESS	1337 Fourth Street, San Rafael, CA 94901
WEBSITE	www.artworksdowntown.org
ORGANIZATION DUNS#	68-0387761
EXECUTIVE DIRECTOR/CEO	Elisabeth Setten
EMAIL ADDRESS	elisabeth@artworksdowntown.org
PHONE	415/451-8119 X702

3. Project General Information:

PROGRAM/PROJECT NAME	AWD Affordable Housing Electrical Upgrade
PROGRAM/PROJECT SITE ADDRESS	1337 Fourth Street, San Rafael,
CDBG/HOME FUNDING AMOUNT REQUESTED	5 450,000 total project cost
APPLICATION CONTACT PERSON	Elisabeth Setten
E-MAIL ADDRESS	elisabeth@artworksdowntown.org
PHONE	415/451-8119 x702

4. **Planning Areas Served:** Indicate what geographic area the requested funding will serve. Please indicate approximate % of services provided in each area. For Housing projects with current residents, please indicate where your project is located.

Novato	San Rafael	County Other	Total
	100%		100%

5. **What prior years have you been funded by CDBG/HOME**

Year Funded	2017/8		
Grant Amount	\$42,000 Plumbing		
Amount Expended	0		

6. **Organizational Overview:** Provide a brief description of your organization including mission, programs, number of clients served, etc.:

Established in 1997, Art Works Downtown (AWD) is located in the historic Gordon's Opera House at 1325-1337 Fourth Street in downtown San Rafael, CA 94901. We provide studio spaces for artists, gallery spaces, arts-related commercial spaces, affordable housing, and multi-purpose spaces.

AWD is a 501(c)(3) Charitable Nonprofit Organization that is governed by a Board of Directors consisting of diverse community leaders.

Mission: AWD's mission is to broaden our community's engagement with art. We work to connect artists and the public by providing affordable studio, housing, and exhibit space; business opportunities and professional support for artists and arts organizations; education and outreach. Everything we do strengthens the creative fabric of our community and promotes art as a vital part of public life in San Rafael, Marin County, and beyond.

We serve 22 affordable housing (very low income) who earn 50% or less of the area media income tenants and thousands of artist/community members.

7. Project Description: Provide a detailed scope of work including services to be provided and/or development activities to be engaged. Describe how this project will benefit the community.

The electrical service to the building is a 400 amp, 120/240 volt single phase system and is at least sixty (or more) years old. For a 40,000 square foot building this is grossly inadequate. As a rule of thumb, 400 amps is about the standard size of electrical service for a restaurant.

At AWD, the old main switch is connected via a gutter to many subpanels and meters. Some of these panels serve equipment across retail spaces or are mixed with studio loads. A one hundred amp panel provides power to residential unit 17 and another 100 amp panel provides power to 16 separate units. This does not provide adequate power to units one through 16. The entire system is old and is need of replacement. Safety would be only one concern. In this project, we plan to provide and install a 1200 amp, 120/208 volt, three phase four wire service and a 400 amp meter/main will supply power to the residential units upstairs. We feel that this upgrade is vital for the safety of the residents. We plan on doing this upgrade in portions as much as possible. The end result will be an electrical service that provides safe, adequate power for all the users in the building, with a bit of wiggle room for future electrical needs.

An underground transformer under the sidewalk in front of the building will be required, as well as trenching down Fourth Street. This is a complex and vital part of extending the life of this historic building.

8. HUD National Objective to be served (check at least one):

X	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
	<i>Activities benefiting low and moderate area. (LMA)</i>
	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

9. How will this project Affirmatively Further Fair Housing?

AWD actively participates in outreach efforts to underserved communities to inform potential tenants of AWD's affordable housing units. The project will affirmatively further fair housing as the upgrade will allow the housing units to be safely maintained and to continue as habitable space. The leasing agent (Executive Director) understands fair housing practices and actively pursues collaborative relationships and other marketing efforts to further fair housing in all AWD retail units.

10. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

The leasing agent (Executive Director) conducts marketing outreach through a variety of collaborative relationships (Marin Housing, Canal Welcome Center, Whistlestop and more) to ensure that members of Protected Classes are well informed about AWD's below market rate housing units. In addition, when an apartment vacancy occurs, AWD actively posts vacancy notices/flyers in underserved communities where no housing resources are available (Marin City).

11. Approximately how many moderate, low, very low, and extremely low-income persons will directly benefit from the program/project? (Use the income level table found in the Application Guidelines document):

Moderate-Income	
Low-Income	
Very Low-Income	22
Extremely Low-Income	

12. Estimate the demographics of the moderate, low, very low, and extremely low-income persons who will directly benefit from the program/project:

Ethnic Category	Total Persons	Identifying as Hispanic
American Indian or Alaskan Native	%	%
Asian	%	%
Black or African American	20 %	10 %
Native Hawaiian or other Pacific Islander	%	%
White	50 %	%
American Indian <i>and</i> White	%	%
Asian <i>and</i> White	%	%
Black <i>and</i> White	%	%
American Indian <i>and</i> Black	%	%
Multi-Racial	30 %	30 %
TOTAL	100%	
Female-Headed Households (out of above total)	80 %	40 %

PROJECT MANAGEMENT & FINANCIAL DATA

13. If funded previously, list past project goals and accomplishments/activities using CDBG/HOME funds.

AWD has been previously awarded funds for outdated plumbing that exists within the apartment building. Due to the challenges with the North Bay fires, AWD was unable to identify a plumbing contractor (to date) that can complete the scope of work and that fulfills the Davis-Bacon requirements.

14. If your agency has remaining CDBG/HOME funds previously approved, please describe timeline for expending fund balance:

AWD has hired a Project Manager to create an RFP and to work with the County of Marin to identify a plumbing contractor that will complete the work and comply with the Davis-Bacon requirements. AWD recently initiated a relationship with Marin Builder's Association to identify qualified plumbing contractors by June 2019.

15. Describe your organizations experience with administering federal grant programs? For Housing and Capital (construction and renovation) projects, what experience do you have with complying with Davis-Bacon prevailing wage requirements?

Art Works Downtown is experienced with the challenges of finding contractors who abide by the Davis-Bacon requirements. Fortunately, Artistic Lighting the company currently working on the project pays prevailing wages and works with all four local electrical unions - IBEW local 551 Marin, local 6 San Francisco, local 180. Ms. Mirm Steele, Artistic Lighting's CFO has agreed to assist with all compliance issues.

16. Describe who will supervise and manage the project and their past experience with project management.

Elisabeth Setten, is the primary contact for the project and will work with the County to ensure proper reporting. Ms. Setten will oversee Susanna VanLeuven, LEED AP Electrical Engineer with 31 years of electrical engineering design.
www.susannavanleuvenpe.com
Ms. VanLeuven tasks will be overseeing the project, acting as liaison with the contractors, and making sure they make a coordinated effort. The entities she would work with are Art Works Downtown, PG&E, undergrounding contractor and electrical contractor. She will over see John Dallara, Electrical Contractor/Construction Project Manager of Artistic Lighting. Mr. Dallara has 20 years of past experience managing projects and will be primarily involved (along with the CFO) with ensuring his employees comply with the Davis Bacon Act.

17. For Housing and Capital (construction and renovation) projects, list any entitlements, approvals, or authorizations that are necessary for the project to proceed.

18. For HOME projects: Please describe how you will meet the 25% match requirement?

19. For HOME Projects are you a CHDO?

20. For Housing and Capital (construction and renovation) projects, what is your project timeline? List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks as needed)

Task	Date of Completion
Define scope of work/finish design	
Complete planning & environmental review	
Release bid package	
Select contractor	
Finalize contract	
Obtain building permits	
Start construction	
Complete Construction	

21. Please sign and date your application below:


11/15/18
 Signature/Title Date

Required Attachments:

- A. **Project Budget:** Complete the project budget template provided and submit along with application. If you have a project budget that provides the information requested in the template, you may submit that in-lieu of the template. Please note: the project budget should reflect the total cost of the project NOT just the CDBG/HOME request.
- B. **Organizational Budget:** Upload your organization or fiscal sponsors annual budget.

Applications may be submitted via email, mail, or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

**Application submittal deadline is Friday, November 16, 2018 by 5 p.m. PST
POSTMARKS WILL NOT BE ACCEPTED**

Art Works Downtown Electrical Upgrade Project Budget

- i. Artistic Lighting: 200 k (this number is actually precise)
- ii. PG&E 130k (rough)
- iii. Underground trenching and vault \$ 120 k (rough)

B. Organizational Budget for Art Works Downtown 2018

Total Expenses	\$583,158.00
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NET OPERATING INCOME	\$16,712.00
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Of



2019/20 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

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CDBG Housing Construction/Acquisition		HOME Housing Construction/Acquisition	
CDBG Housing Rehabilitation		HOME Housing Rehabilitation	

2. Organization (Fiscal Sponsor) General Information:

ORGANIZATION/AGENCY NAME	City of San Rafael - Department of Public Works
MAILING ADDRESS	111 Morphew St, San Rafael, 94901
WEBSITE	www.cityofsanrafael.org
ORGANIZATION DUNS#	08-244-7459
EXECUTIVE DIRECTOR/CEO	Jim Schutz, City Manager
EMAIL ADDRESS	jim.schutz@cityofsanrafael.org
PHONE	415-485-3070

3. Project General Information:

PROGRAM/PROJECT NAME	Pickleweed Park and Playground Improvements
PROGRAM/PROJECT SITE ADDRESS	50 Canal St, San Rafael, 94901
CDBG/HOME FUNDING AMOUNT REQUESTED	\$ 138,000
APPLICATION CONTACT PERSON	Thomas Wong
E-MAIL ADDRESS	thomas.wong@cityofsanrafael.org
PHONE	415-458-5360

4. **Planning Areas Served:** Indicate what geographic area the requested funding will serve. Please indicate approximate % of services provided in each area. For Housing projects with current residents, please indicate where your project is located.

Novato	San Rafael	County Other	Total
	X		100%

5. **What prior years have you been funded by CDBG/HOME**

Year Funded	FY 2018-19	FY 2017-18	FY 2016-17
Grant Amount	\$200,000	\$127,750.00	\$95,937.00
Amount Expended	\$0	\$127,750.00	\$95,937.00

6. **Organizational Overview:** Provide a brief description of your organization including mission, programs, number of clients served, etc.:

The City of San Rafael Department of Public Works is responsible for improving and maintaining public property, infrastructure, and buildings. These responsibilities include but are not limited to maintenance of parks and opens spaces, roads, bicycle and pedestrian facilities, stormwater systems including pump stations, and community buildings including fire stations, community centers, and child care facilities. The organization is composed of teams, consisting of traffic and land development engineers, capital improvement project engineers, administration/public outreach, parks maintenance, streets maintenance, and fleet maintenance.

Working within the budget approved by City Council, the Department of Public Works strives to most efficiently and effectively allocate these resources throughout the City. Through a shared common goal and a strong organization structure, these teams work hand in hand to ensure the City of San Rafael is safe and well maintained for all residents, businesses, and visitors.

7. Project Description: Provide a detailed scope of work including services to be provided and/or development activities to be engaged. Describe how this project will benefit the community.

This project would include replacing play structures and equipment at Pickleweed Park, adjacent to the Albert J. Boro Community Center in the Canal Neighborhood. Existing structures for toddlers and the main play structure will be replaced with similar equipment. These new structures are necessary as the existing structures, constructed nearly 15 years ago now require extensive maintenance and repairs on a regular basis.

Replacing the structures and equipment has been requested by the Canal community for many years. Replacing the equipment is important as it provides the only public play equipment in the neighborhood. This is particularly important as more than 25% of the Canal population is under the age of 18. These upgrades will provide an improved and safe environment for kids to exercise and play within walking distance of their residence. The City will replace both the toddler and main play structures to ensure that there is area for a wide range of age groups to safely play in. More than 12,000 residents live in the entire East San Rafael area (Canal, Baypoint, Spinnaker neighborhoods).

8. HUD National Objective to be served (check at least one):

X	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
X	<i>Activities benefiting low and moderate area. (LMA)</i>
X	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

9. How will this project Affirmatively Further Fair Housing?

Physical and visual improvements to public spaces such as parks, play a vital role in efforts to Affirmatively Furthering Fair Housing. Reducing blight in our public spaces encourages increased usage of the parks and surrounding areas by all area residents. Though the Canal neighborhood has a median income well below the average for San Rafael and Marin County, surrounding and adjacent neighborhoods Baypoint and Spinnaker are single family home developments with typically significantly higher household incomes and lower percentages of minority residents. Improving the playground areas at Pickleweed Park (located in the heart of the Canal neighborhood) will encourage residents and families of the Baypoint and Spinnaker neighborhoods (and other parts of San Rafael) to visit and recreate in the Canal neighborhood, thereby directly reducing existing patterns of segregation in east San Rafael. When the state of the art Albert J. Boro Community Center was completed, the area saw a high increase in usage and visitation of the neighborhood and area by non-Canal residents. A new play structure will continue this effort.

10. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

The City recently finished the process of upgrading two other playgrounds: Albert park and Victor Jones park. Both park improvements involved community meetings and meetings with the respective neighborhood associations and homeowners groups. The City will do a similar high level of outreach for the improvements planned at Pickleweed Park. Community meetings will be held at the Boro Center to discuss possible park improvements and get feedback directly from residents. As has been standard with other Canal-area outreach, the City will actively promote these meetings in English and Spanish (and have translators at the meetings). The City will also reach out to community organizations such as Canal Alliance to ensure the neighborhood is adequately represented and given the opportunity to participate in the public process.

11. Approximately how many moderate, low, very low, and extremely low-income persons will directly benefit from the program/project? (Use the income level table found in the Application Guidelines document):

Moderate-Income	1439
Low-Income	2050
Very Low-Income	1580
Extremely Low-Income	3565

12. Estimate the demographics of the moderate, low, very low, and extremely low-income persons who will directly benefit from the program/project:

Ethnic Category	Total Persons	Identifying as Hispanic
American Indian or Alaskan Native	.9 %	%
Asian	3.6 %	%
Black or African American	1.0 %	%
Native Hawaiian or other Pacific Islander	0 %	%
White	90.6 %	59 %
American Indian <i>and</i> White	%	%
Asian <i>and</i> White	%	%
Black <i>and</i> White	%	%
American Indian <i>and</i> Black	%	%
Multi-Racial	2.8 %	%
TOTAL	100%	
Female-Headed Households (out of above total)	%	%

PROJECT MANAGEMENT & FINANCIAL DATA

13. If funded previously, list past project goals and accomplishments/activities using CDBG/HOME funds.

Our past goal was to make San Rafael's public right-of-way accessible to individuals with disabilities. Since 2005 the City has constructed 445 of the 765 curb ramps identified in our Settlement Agreement with the federal Department of Justice, primarily paid for with CDBG funds. This goal was met as funding provided by CDBG were used to successfully construct new curb ramps.

14. If your agency has remaining CDBG/HOME funds previously approved, please describe timeline for expending fund balance:

Last year's funds were requested for the same playground project that is being requesting this year. These funds have not been used as full funding was not established for the project. The City is hopeful that potential funding from this year CDBG, combined with last year's will allow the City to complete the project as designed.

15. Describe your organizations experience with administering federal grant programs? For Housing and Capital (construction and renovation) projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?

The San Rafael Department of Public Works regularly receives Federal funding for our construction projects. From projects as small as \$25,000 to as large as \$10 million, DPW staff are well-experienced and qualified in the requirements related to receiving federal funds -- including full compliance with prevailing wages.

16. Describe who will supervise and manage the project and their past experience with project management.

Through the City's Department of Public Works, the City Engineer will supervise and manage the project. Additionally, Associate Engineers with experience from two recent playground renovations will assist in developing and implementing the project. These engineers are experienced in seeing projects from design and conceptual phase to completion.

17. For Housing and Capital (construction and renovation) projects, list any entitlements, approvals, or authorizations that are necessary for the project to proceed.

The project would need to go through the City's Park and Recreations Commission as well as get City Council approval for accepting any potential grant and for awarding a contract to complete the projects as designed.

18. For HOME projects: Please describe how you will meet the 25% match requirement?

N/A

19. For HOME Projects are you a CHDO?

N/A

20. For Housing and Capital (construction and renovation) projects, what is your project timeline? List program/project objectives and milestones, along with an estimated timetable for reaching them. (*The general tasks for a construction project are provided below; please add tasks as needed*)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	August 2019
Complete planning & environmental review	Categorically Exempt
Release bid package	October 2019
Select contractor	November 2019
Finalize contract	November 2019
Obtain building permits	N/A
Start construction	March 2020
Complete Construction	April 2020

21. Please sign and date your application below:



Junior Civil Engineer

11/15/18

Signature/Title

Date

Required Attachments:

- A. **Project Budget:** Complete the project budget template provided and submit along with application. If you have a project budget that provides the information requested in the template, you may submit that in-lieu of the template. Please note: the project budget should reflect the total cost of the project NOT just the CDBG/HOME request.
- B. **Organizational Budget:** Upload your organization or fiscal sponsors annual budget.

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Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Friday, November 16, 2018 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED

Project Budget Template

Organization Name: City of San Rafael - Department of Public Works

Project Title: Pickleweed Park and Playground Improvements

Date: November 15, 2018

INCOME:	Federal Grants Request	Other Funding Sources	In Kind
Committed			
Foundations:			
Government:			
CDBG FY2018-19		200,000	
Corporations:			
Individual Contributions: (list total):			
Earned Income:			
Other (specify):			
Subtotal, Committed Income		200,000	0
Uncommitted			
Other (specify):			
Federal Grants Request	138,000		
Other Foundations:			
(Add rows to list other Foundations)			
Government:			
(Add rows to list other Government agencies)			
Corporations:			
(Add rows to list other corporations)			
Individual Contributions:			
Subtotal, Uncommitted Income		0	0
Other			
Earned Income:			
(Add rows)			
Subtotal, Earned Income		0	
Grand Total Income	138,000	200,000	0

EXPENSES (Add rows to list other expenses)	Federal Grants Request	Other Funding Sources	In Kind
Direct Project Related Expenses			
Acquisition			
Purchase price			
Title/Recording/Escrow			
(Add rows to list other direct project expenses)			
Pre-development			
Architecture & Engineering		43,000	
Phase 1			
Market Study			
Entitlements/Zoning			
(Add rows to list other direct project expenses)			
General Development			
Demolition/Removal		10,000	
Utility hook-ups			
Materials		110,000	
Construction of Structures	13,000	37,000	
Additional Improvements	92,000		
Contingency	33,000		
(Add rows to list other specific project expenses)			
Subtotal, Direct Project Related Expenses	138,000	200,000	0
Related Expenses			
Developer Fee (specify % in column A below)			
Fiscal Sponsorship Fee (specify % in column A below)			
Grand Total All Expenses	138,000	200,000	0

**GENERAL FUND
PROPOSED BUDGET FY 2018-2019**

EXHIBIT I

REVENUES & OTHER OPERATIONAL SOURCES

Taxes

Property Tax and related	\$	20,152,000
Sales Tax		21,194,000
Sales Tax -Measure E		12,027,000
Franchise Tax		3,839,000
Business Tax		2,833,000
Transient Occupancy Tax		3,193,000
Cannabis		250,000

Other Agencies

CSA #19 Fire Service		2,022,000
VLF Backfill		5,650,000
Other Agencies (Prop 172, Owner Prop Tax, State Mandate, Other agencies)		1,207,000

Other Revenues

Permits & Licenses (building, electrical, encroachment, use, alarm)		2,937,000
Fine & Forfeitures (traffic, vehicle, etc.)		375,000
Interest & Rents (investment earnings, rents, etc.)		235,000
Charges for Services (includes dev't fees and plan review)		2,084,000
Other Revenue (damage reimbursements, misc income)		505,000

Sub-total: Revenues \$ 78,503,000

TRANSFERS IN

from Gas Tax		400,000
from Development Fund-ED Initiatives		100,000
from Parking Services Fund - Admin. cost		508,698
from Employee Retirement Fund - POB debt payment		678,213

Sub-total: Transfers In \$ 1,686,911

TOTAL SOURCES

\$ 80,189,911

EXPENDITURES AND OTHER OPERATIONAL USES

Expenditures by Department

Finance		2,448,084
Non-Departmental		3,098,621
City Manager/City Council		2,889,282
City Clerk		502,718
Mgt Serv: Adm,HR		959,480
City Attorney		1,199,858
Community Development		4,307,733
Police		24,983,044
Fire		18,667,817
Public Works		11,793,326
Library		3,327,559
Economic Development		1,011,114

Sub-total: Expenditures \$ 75,188,636

OPERATIONAL TRANSFERS OUT

to Pre-School Fund - Operating support		50,000
to Recreation Fund - Operating support		1,800,000

Sub-total: Transfers Out \$ 1,850,000

Non-Operating Transfers (Measure E / San Rafael Essential Facilities) 4,025,000

Allocation to Emergency and Cash Flow Reserve (260,000)

TOTAL USES

\$ 81,323,636

NET RESULTS

\$ (1,133,725)



2019/20 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. If your project allows, you may apply under multiple categories.

CDBG Public Services		CDBG Public Facilities/Improvements	
CDBG Housing Construction/Acquisition		HOME Housing Construction/Acquisition	
CDBG Housing Rehabilitation		HOME Housing Rehabilitation	

2. Organization (Fiscal Sponsor) General Information:

ORGANIZATION/AGENCY NAME	
MAILING ADDRESS	
WEBSITE	
ORGANIZATION DUNS#	
EXECUTIVE DIRECTOR/CEO	
EMAIL ADDRESS	
PHONE	

3. Project General Information:

PROGRAM/PROJECT NAME	
PROGRAM/PROJECT SITE ADDRESS	
CDBG/HOME FUNDING AMOUNT REQUESTED	\$
APPLICATION CONTACT PERSON	
E-MAIL ADDRESS	
PHONE	

4. **Planning Areas Served:** Indicate what geographic area the requested funding will serve. Please indicate approximate % of services provided in each area. For Housing projects with current residents, please indicate where your project is located.

Novato	San Rafael	County Other	Total
			100%

5. **What prior years have you been funded by CDBG/HOME**

Year Funded			
Grant Amount			
Amount Expended			

6. **Organizational Overview:** Provide a brief description of your organization including mission, programs, number of clients served, etc.:

7. Project Description: Provide a detailed scope of work including services to be provided and/or development activities to be engaged. Describe how this project will benefit the community.

8. HUD National Objective to be served (check at least one):

	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
	<i>Activities benefiting low and moderate area. (LMA)</i>
	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

9. How will this project Affirmatively Further Fair Housing?

10. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

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11. Approximately how many moderate, low, very low, and extremely low-income persons will directly benefit from the program/project? (Use the income level table found in the Application Guidelines document):

Moderate-Income	
Low-Income	
Very Low-Income	
Extremely Low-Income	

12. Estimate the demographics of the moderate, low, very low, and extremely low-income persons who will directly benefit from the program/project:

Ethnic Category	Total Persons	Identifying as Hispanic
American Indian or Alaskan Native	%	%
Asian	%	%
Black or African American	%	%
Native Hawaiian or other Pacific Islander	%	%
White	%	%
American Indian <i>and</i> White	%	%
Asian <i>and</i> White	%	%
Black <i>and</i> White	%	%
American Indian <i>and</i> Black	%	%
Multi-Racial	%	%
TOTAL	100%	
Female-Headed Households (out of above total)	%	%

PROJECT MANAGEMENT & FINANCIAL DATA

13. If funded previously, list past project goals and accomplishments/activities using CDBG/HOME funds.

14. If your agency has remaining CDBG/HOME funds previously approved, please describe timeline for expending fund balance:

**15. Describe your organizations experience with administering federal grant programs?
For Housing and Capital (construction and renovation) projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?**

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Release bid package	
Select contractor	
Finalize contract	
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Start construction	
Complete Construction	

21. Please sign and date your application below:

Signature/Title

Date

Required Attachments:

- A. **Project Budget:** Complete the project budget template provided and submit along with application. If you have a project budget that provides the information requested in the template, you may submit that in-lieu of the template. Please note: the project budget should reflect the total cost of the project NOT just the CDBG/HOME request.
- B. **Organizational Budget:** Upload your organization or fiscal sponsors annual budget.

Applications may be submitted via email, mail, or in person to one of the addressed below.

Email Address, only applications emailed to this address will be accepted:

Federalgrants@marincounty.org

Mailing Address/Physical Address (if dropping off application):

County of Marin
 3501 Civic Center Drive #308
 San Rafael, CA 94903
 Attn: Federal Grants

Application submittal deadline is Friday, November 16, 2018 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED

Organization Name: Canal Alliance

Project Title: Marin County Community Development Block Grant

Date: 11/9/2018

INCOME:	Federal Grants Request	Other Funding Sources	In Kind	Total Proposed Project Income
<u>Committed</u>				
Foundations:				
Marin Community Foundation		\$ 150,000		
Kimball Foundation		\$ 40,000		
Kaiser		\$ 25,000		
Morris Stulsaft		\$ 25,000		
Margoes Foundation		\$ 20,000		
Jonas Family Foundation		\$ 15,000		
Bank of America Foundation		\$ 5,000		
William Simon Foundation		\$ 5,000		
(Add rows)				
Government:				
MCOE		\$ 15,000		
Marin County		\$ 27,420		
(Add rows)				
Corporations:				
Dodge and Cox		\$ 10,000		
(Add rows)				
Individual Contributions:		\$ 436,281		
(list total):				
Earned Income:				
Program Fees		\$ 2,940		
(Add rows)				
Other (specify):				
In-Kind			\$ 15,722	\$ 15,722
(Add rows)				
Subtotal, Committed Income		\$ 776,641	\$ 15,722	\$ 792,363
<u>Uncommitted</u>				
Other (specify):				
Federal Grants Request	\$ 15,000			
Other Foundations:				
Simon Straus Foundation		\$ 2,500		
Rotasa Foundation		\$ 2,000		
(Add rows to list other Foundations)				
Government:				
(Add rows to list other Government agencies)				
Corporations:				
(Add rows to list other corporations)				
Individual Contributions:		\$ 4,500	\$ -	\$ 4,500
Subtotal, Uncommitted Income		\$ 4,500	\$ -	\$ 4,500
Other				
Earned Income:				
Program Fees		\$ 2,060		
(Add rows)				
Subtotal, Earned Income		\$ 2,060		\$ 2,060
Grand Total Income	\$ 15,000	\$ 783,201	\$ 15,722	\$ 813,923

EXPENSES (Add rows to list other expenses)	Federal Grants Request	Other Funding Sources	In Kind	Total Proposed Project Expenses
Personnel Expenses				
Education Director (% FTE: 50)	\$ 1,000	\$ 56,750		\$ 57,750
UPI Manager (% FTE: 40)	\$ 2,250	\$ 56,703		\$ 58,953
UPI HS Program Supervisor (% FTE: 100)		\$ 50,250		\$ 50,250
UPI MS Program Supervisor (% FTE: 100)	\$ 6,000	\$ 43,250		\$ 49,250
UPI College Coordinator (% FTE: 100)		\$ 27,900		\$ 27,900
UPI Program Assistant (% FTE: 42)	\$ 1,000	\$ 19,030		\$ 20,030
UPI Admin Assistant (% FTE: 28)	\$ 1,000	\$ 18,718		\$ 19,718
UPI HS English Tutor (% FTE: 23)		\$ 15,847		\$ 15,847
UPI HS English Tutor (% FTE: 23)		\$ 15,659		\$ 15,659
UPI HS Math Tutor (% FTE: 23)		\$ 14,589		\$ 14,589
UPI HS Math Tutor (% FTE: 23)		\$ 16,478		\$ 16,478
UPI MS Math Tutor (% FTE: 23)	\$ 250	\$ 17,470		\$ 17,720
UPI MS Math Tutor (% FTE: 23)	\$ 250	\$ 13,270		\$ 13,520
UPI MS Math Tutor (% FTE: 23)	\$ 250	\$ 12,922		\$ 13,172
UPI MS Math Tutor (% FTE: 23)	\$ 250	\$ 11,318		\$ 11,568
(Add rows)				
Benefits (@ %: 23)	\$ 2,750	\$ 80,800		\$ 83,550
Subtotal Salaries and Benefits	\$ 15,000	\$ 470,954	\$ -	\$ 485,954
Contracted Services				
Instructors		\$ 12,501		\$ 12,501
In-Kind Instructions			\$ 8,000	\$ 8,000
(Add rows to list other contracted expenses)				
Subtotal Contracted Services	\$ -	\$ 12,501	\$ 8,000	\$ 20,501
Direct Project Related Expenses				
Occupancy		\$ 130,534		\$ 130,534
Materials & Supplies		\$ 1,697		\$ 1,697
Scholarships		\$ 63,500		\$ 63,500
Program Equipment & Supplies		\$ 2,999		\$ 2,999
Program Snacks & Meals		\$ 2,963		\$ 2,963
Client Support		\$ 823		\$ 823
Travel		\$ 10,845		\$ 10,845
Staff Development		\$ 3,955		\$ 3,955
In-Kind Donations			\$ 7,722	\$ 7,722
Hiring Costs		\$ 10,639		\$ 10,639
Furniture & Equipment		\$ 2,500		\$ 2,500
IT Support		\$ 36,016		\$ 36,016
(Add rows to list other direct project expenses)				
Subtotal, Direct Project Related Expenses	\$ -	\$ 266,471	\$ 7,722	\$ 274,193
Indirect Expense (specify % in column A below)				
17.00%		\$ 33,275		\$ 33,275
Fiscal Sponsorship Fee (specify % in column A below)				
				\$ -
Grand Total All Expenses	\$ 15,000	\$ 783,201	\$ 15,722	\$ 813,923

**CANAL ALLIANCE
FY2018-2019 BUDGET**

INCOME	Total Agency Income (2018-19)
Individual Support	1,380,713
Foundation Grants	1,425,266
MCF - Marin Community Foundation	1,302,535
Corporate Support	53,234
In-Kind Donations	1,390,396
Government Contracts	832,379
Program Fees	111,195
Housing Rental Fees	214,320
Interest/Dividend Income	7,997
TOTAL INCOME	6,718,034

EXPENSES	Total Agency Expenses (2018-19)
Personnel Expenses	
Salaries	2,853,288
Sub-total Salaries	2,853,288
Fringe Benefits	459,322
Sub-total Personnel Costs	3,312,610
Non-Personnel/Operating Expenses	
Occupancy & Facilities	419,212
Professional Services	472,026
Materials & Supplies	163,901
Travel & Meetings Expense	59,990
In-Kind donations	1,391,596
Client Support	52,026
Program snacks & meals	8,793
Program equipment and supplies	10,201
Program Books	23,856
Stipends	24,691
Scholarships	63,500
Staff Development	25,523
Furniture, equipment, & leasehold Improvements	17,173
General & Administrative Allocation	124,936
Tech Support Allocation	248,617
Sub-total Non-Personnel/Operating Expenses	3,106,041
TOTAL EXPENSES	6,418,651

NET SURPLUS/(LOSS)	299,383
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2019/20 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM APPLICATION FOR FUNDING

1. Indicate type of project. If your project allows, you may apply under multiple categories.

CDBG Public Services	X	CDBG Public Facilities/Improvements	
CDBG Housing Construction/Acquisition		HOME Housing Construction/Acquisition	
CDBG Housing Rehabilitation		HOME Housing Rehabilitation	

2. Organization (Fiscal Sponsor) General Information:

ORGANIZATION/AGENCY NAME	City of San Rafael/Pickleweed Preschool
MAILING ADDRESS	P.O. Box 151560, San Rafael CA 94915-1560
WEBSITE	www.cityofsanrafael.org
ORGANIZATION DUNS#	946000424
EXECUTIVE DIRECTOR/CEO	Susan Andrade-Wax, Community Services Director
EMAIL ADDRESS	susan.andrade-wax@cityofsanrafael.org
PHONE	415-485-3340

3. Project General Information:

PROGRAM/PROJECT NAME	Preschool/Pickleweed Preschool
PROGRAM/PROJECT SITE ADDRESS	Preschool/50 Canal Street, San Rafael CA 94901
CDBG/HOME FUNDING AMOUNT REQUESTED	\$ 33,499
APPLICATION CONTACT PERSON	Kelly Albrecht
E-MAIL ADDRESS	kelly.albrecht@cityofsanrafael.org
PHONE	415-485-3386

4. **Planning Areas Served:** Indicate what geographic area the requested funding will serve. Please indicate approximate % of services provided in each area. For Housing projects with current residents, please indicate where your project is located.

Novato	San Rafael	County Other	Total
	100%		100%

5. **What prior years have you been funded by CDBG/HOME**

Year Funded	2015-2016	2016-2017	2017-2018
Grant Amount	\$16,552	\$20,000	\$20,000
Amount Expended	\$16,552	\$20,000	\$20,000

6. **Organizational Overview:** Provide a brief description of your organization including mission, programs, number of clients served, etc.:

The City of San Rafael, Community Services Department, provides state-licensed child care programming at six school age sites and two preschools. Our school age programming serves Dixie school District and San Rafael City Schools operating on-site on school campuses and one off campus program located in Central San Rafael in Albert Park. Our preschool programs are Parkside and Pickleweed preschool. Parkside Preschool program is located in Albert Park serving central San Rafael and families pay a monthly tuition to attend the program. Pickleweed Preschool is a State-funded program and families qualify for the program based on income eligibility.

The Child Care Division serves 1125 families each year. Our mission is to offer a program focused on the whole child. We offer developmentally, age-appropriate curriculum providing the opportunity for cognitive, social, emotional, physical, and linguistic growth. We provide a balance of child-initiated and teacher directed activities. The core of our philosophy is that time spent in our program will be quality time. Each child will be given every opportunity to mature and develop at his or her own pace. We'll offer opportunities to meet challenges, experience success, and develop confidence within a safe and nurturing environment.

7. Project Description: Provide a detailed scope of work including services to be provided and/or development activities to be engaged. Describe how this project will benefit the community.

Pickleweed Preschool provides preschool programming for 68 children in the Canal neighborhood. The program provides developmental and age appropriate curriculum building cognitive, social emotional, physical and linguistic growth. Pickleweed Preschool continues their work with various collaborations aimed at program quality improvement and alignment efforts with neighboring schools. Pickleweed has been in partnership with Marin County Office of Education for the last five years receiving continuous professional development, on site coaching and classroom assessments that provide valuable program feedback.

The need for quality preschool programming is essential in all communities. Not only do we provide a wonderful opportunity for families to have their child attend preschool, but give them the tools to be their child's best advocate in moving forward in the Elementary school system. We educate the families with several parent evenings that highlight different topics like the importance of reading to your child, healthy eating and extending classroom activities to the home.

We feel so fortunate to provide this valuable service to the community of San Rafael.

8. HUD National Objective to be served (check at least one):

<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
<input checked="" type="checkbox"/>	<i>Activities benefiting low and moderate area. (LMA)</i>
<input type="checkbox"/>	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

9. How will this project Affirmatively Further Fair Housing?

The project supports Canal Neighborhood residents with preschool curriculum that prepare their students along with parents to participate fully upon entering San Rafael City Schools elementary programs. The Pickleweed Preschool contributes to the stabilization of families in the neighborhood, most of whom are low income, so that they can remain in the community.

10. Describe how this project will conduct affirmative marketing to members of the Protected Classes?

Pickleweed Preschool primarily serves Latino families. our affirmative marketing plan consists of reaching out to Marin Child Care Council, a resource and referral program, and advertise through their organization. In addition, during our application period we will reach out to local congregations in San Rafael that primarily have populations of the protected classes that we are not serving at Pickleweed. Boro Community Center is an excellent resource as well and serves a diverse population. We will distribute flyers at Boro Community Center and reach out to individual classes to discuss our preschool programming during our application period starting.

11. Approximately how many moderate, low, very low, and extremely low-income persons will directly benefit from the program/project? (Use the income level table found in the Application Guidelines document):

Moderate-Income	
Low-Income	
Very Low-Income	
Extremely Low-Income	100%

12. Estimate the demographics of the moderate, low, very low, and extremely low-income persons who will directly benefit from the program/project:

Ethnic Category	Total Persons	Identifying as Hispanic
American Indian or Alaskan Native	%	%
Asian	7 %	%
Black or African American	%	%
Native Hawaiian or other Pacific Islander	%	%
White	93 %	93 %
American Indian <i>and</i> White	%	%
Asian <i>and</i> White	%	%
Black <i>and</i> White	%	%
American Indian <i>and</i> Black	%	%
Multi-Racial	%	%
TOTAL	100%	
Female-Headed Households (out of above total)	4 %	%

PROJECT MANAGEMENT & FINANCIAL DATA

13. If funded previously, list past project goals and accomplishments/activities using CDBG/HOME funds.

Pickleweed continues their participation in various collaborations aimed at program quality improvement and alignment efforts with neighboring schools. This year, the teachers have received their highest CLASS score ever. The teachers worked hard this year to develop a cohesive curriculum that is hands-on, relatable to children's lives, and developed based on the students interests. They also implemented the ages, stages questionnaire (ASQ) to serve as a means of tracking children's development and establish relationships with incoming families. Pickleweed hopes to grow through continued resources provided by Marin County Office of Education with focus on the teaching pyramid and fostering healthy social-emotional relationships.

14. If your agency has remaining CDBG/HOME funds previously approved, please describe timeline for expending fund balance:

No remaining funds.

15. Describe your organizations experience with administering federal grant programs? For Housing and Capital (construction and renovation) projects, what experience do you have with complying with [Davis-Bacon](#) prevailing wage requirements?

The City of San Rafael, Child Care Division, has been part of the CDBG program for more than 20 years and has been administering the grant internally through the Child Care Division since the beginning. In addition to CDBG funding Pickleweed Preschool receives funding through First 5 of Marin and California Department of Education.

16. Describe who will supervise and manage the project and their past experience with project management.

Kelly Albrecht, Senior Recreation Supervisor, manages the program and Isobel Shaw, Center Director, supervises the preschool program.

Approvals and authorizations are required by the City Manager, Jim Schutz, California Department of Education and Community Care Licensing.

17. For Housing and Capital (construction and renovation) projects, list any entitlements, approvals, or authorizations that are necessary for the project to proceed.

N/A

18. For HOME projects: Please describe how you will meet the 25% match requirement?

N/A

19. For HOME Projects are you a CHDO?

N/A

20. For Housing and Capital (construction and renovation) projects, what is your project timeline? List program/project objectives and milestones, along with an estimated timetable for reaching them. (*The general tasks for a construction project are provided below; please add tasks as needed*)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	
Complete planning & environmental review	
Release bid package	
Select contractor	
Finalize contract	
Obtain building permits	
Start construction	
Complete Construction	

21. Please sign and date your application below:

Kerry Albert
Signature/Title

11/15/18
Date

Required Attachments:

- A. **Project Budget:** Complete the project budget template provided and submit along with application. If you have a project budget that provides the information requested in the template, you may submit that in-lieu of the template. Please note: the project budget should reflect the total cost of the project NOT just the CDBG/HOME request.
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Mailing Address/Physical Address (if dropping off application):

County of Marin
3501 Civic Center Drive #308
San Rafael, CA 94903
Attn: Federal Grants

Application submittal deadline is Friday, November 16, 2018 by 5 p.m. PST

POSTMARKS WILL NOT BE ACCEPTED

Project Budget Template

Organization Name: City of San Rafael

Project Title: Pickleweed Preschool

Date: 11/15/2018

INCOME:	Federal Grants Request	Other Funding Sources	In Kind
<i>Committed</i>			
Foundations:			
<i>(Add rows)</i>			
Government:			
<i>(Add rows)</i>			
Corporations:			
<i>(Add rows)</i>			
Individual Contributions: (list total):			
Earned Income:			
<i>(Add rows)</i>			
Other (specify):			
Department of Education		232,864	
First 5 of Marin		95,000	
Subtotal, Committed Income		327864	0
<i>Uncommitted</i>			
Other (specify):			
Federal Grants Request	33,499		
Other Foundations:			
<i>(Add rows to list other Foundations)</i>			
Government:			
<i>(Add rows to list other Government agencies)</i>			
Corporations:			
<i>(Add rows to list other corporations)</i>			
Individual Contributions:			
Subtotal, Uncommitted Income		0	0
Other			
Earned Income:			

<i>(Add rows)</i>			
Subtotal, Earned Income		0	
Grand Total Income	33499	327864	0

EXPENSES (Add rows to list other expenses)	Federal Grants Request	Other Funding Sources	In Kind
Personnel Expenses			
Director (% FTE: ____)		51,000	
Instructor II (% FTE: 100)	33,499		
Instructor II		33,499	
Instructor I Temp		23,383	
Instructor I		23,383	
Instructor I		29,056	
<i>(Add rows)</i>			
Benefits (@ %: _____)		140,356	
Subtotal Salaries and Benefits	33499	300677	0
Contracted Services			
Professional Fees			
Project Consultant			
<i>(Add rows to list other contracted expenses)</i>			
Subtotal Contracted Services	0	0	0
Direct Project Related Expenses			
Rent			
Utilities			3400
Supplies			13770
Services		22745	
Travel			
Professional Development			2544
Marketing			1500
<i>(Add rows to list other direct project expenses)</i>			

Subtotal, Direct Project Related Expenses	0		22745		21214
Indirect Expense (specify % in column A below)					
Fiscal Sponsorship Fee (specify % in column A below)					
Grand Total All Expenses	33499		323422		21214

Expenditure Group Budget Report

CITY OF SAN RAFAEL
 7/1/2018 through 6/30/2019

260 Childcare Preschool Grant Fund
 66 Community Services Department
 70000 Child Care Division

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
260-66-72000 Child Care-Facilities Onsite Section						
260-66-72012 Pickleweed Preschool Grant Program						
260-66-72012-8000 Personnel Services						
260-66-72012-8100 Salaries & Wages						
260-66-72012-8111 Classified Personnel	132,872.01	43,062.53	43,062.53	0.00	89,809.48	32.41
260-66-72012-8113 Overtime Pay	1,261.00	1,999.65	1,999.65	0.00	-738.65	158.58
260-66-72012-8116 Insurance Pay-Back	0.00	0.00	0.00	0.00	0.00	0.00
Total Salaries & Wages	134,133.01	45,062.18	45,062.18	0.00	89,070.83	33.60
260-66-72012-8300 Fringe Benefits						
260-66-72012-8321 Group Life/Health Insurance	36,624.96	12,208.26	12,208.26	0.00	24,416.70	33.33
260-66-72012-8324 Medicare Tax	1,745.54	598.56	598.56	0.00	1,146.98	34.29
260-66-72012-8325 Internal Service Chgs-Workers Comp	1,508.16	487.89	487.89	0.00	1,020.27	32.35
260-66-72012-8326 Retirement	65,636.76	21,286.63	21,286.63	0.00	44,350.13	32.43
260-66-72012-8328 Internal Service Chgs-Dental Insurance	4,474.80	1,491.61	1,491.61	0.00	2,983.19	33.33
260-66-72012-8331 Internal Service-Chgs-Leave Payout	13,695.39	4,389.32	4,389.32	0.00	9,306.07	32.05
260-66-72012-8332 Vision Plan	143.88	47.92	47.92	0.00	95.96	33.31
Total Fringe Benefits	123,829.49	40,510.19	40,510.19	0.00	83,319.30	32.71
Total Personnel Services	257,962.50	85,572.37	85,572.37	0.00	172,390.13	33.17
260-66-72012-9000 Non-Personnel Services						
260-66-72012-9200 Services						
260-66-72012-9210 Maintenance of Parks & Grounds	1,200.00	1,050.00	1,050.00	0.00	150.00	87.50

Expenditure Group Budget Report

CITY OF SAN RAFAEL
 7/1/2018 through 6/30/2019

260 Childcare Preschool Grant Fund
 66 Community Services Department
 70000 Child Care Division

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
260-66-72012-9220 Building Maintenance Contracts	3,500.00	2,784.01	2,784.01	0.00	715.99	79.54
260-66-72012-9230 Maintenance & Repair; Equip & Machinery	290.00	1,494.63	1,494.63	0.00	-1,204.63	515.39
260-66-72012-9270 Contractual Services	8,275.00	2,524.96	2,524.96	0.00	5,750.04	30.51
260-66-72012-9290 Insurance & Surety Bonds	290.00	0.00	0.00	0.00	290.00	0.00
260-66-72012-9292 Internal Service Chgs-Liability Ins.	1,990.00	663.28	663.28	0.00	1,326.72	33.33
TotalServices	15,545.00	8,516.88	8,516.88	0.00	7,028.12	54.79
260-66-72012-9300 Supplies						
260-66-72012-9320 Recreation Supplies	10,000.00	1,320.81	1,320.81	0.00	8,679.19	13.21
TotalSupplies	10,000.00	1,320.81	1,320.81	0.00	8,679.19	13.21
260-66-72012-9400 Utilities/Communication						
260-66-72012-9434 Utilities - Electricity	2,400.00	1,064.95	1,064.95	0.00	1,335.05	44.37
TotalUtilities/Communication	2,400.00	1,064.95	1,064.95	0.00	1,335.05	44.37
Total Non-Personnel Services	27,945.00	10,902.64	10,902.64	0.00	17,042.36	39.01
Total Childcare Preschool Grant Fund	285,907.50	96,475.01	96,475.01	0.00	189,432.49	33.74
Grand Total	285,907.50	96,475.01	96,475.01	0.00	189,432.49	33.74

Expenditure Group Budget Report

CITY OF SAN RAFAEL
 7/1/2018 through 6/30/2019

208 Childcare Fund
 66 Community Services Department
 70000 Child Care Division

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
208-66-72000 Child Care-Facilities Onsite Section						
208-66-72003 Pickleweed Childcare Program						
208-66-72003-8000 Personnel Services						
208-66-72003-8100 Salaries & Wages						
208-66-72003-8107 I.O.D./4850 Pay	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-8109 Light/Modified Duty Pay	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-8111 Classified Personnel	15,779.52	5,808.34	5,808.34	0.00	9,971.18	36.81
208-66-72003-8112 Temporary Help	0.00	6,801.07	6,801.07	0.00	-6,801.07	0.00
208-66-72003-8113 Overtime Pay	0.00	281.14	281.14	0.00	-281.14	0.00
208-66-72003-8116 Insurance Pay-Back	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-8118 Employee Vacation Cash Out	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-8159 Fixed Term-Non Compensable	46,766.32	8,630.15	8,630.15	0.00	38,136.17	18.45
TotalSalaries & Waqes	62,545.84	21,520.70	21,520.70	0.00	41,025.14	34.41
208-66-72003-8300 Fringe Benefits						
208-66-72003-8321 Group Life/Health Insurance	2,706.96	902.35	902.35	0.00	1,804.61	33.33
208-66-72003-8323 P.A.R.S	920.16	606.73	606.73	0.00	313.43	65.94
208-66-72003-8324 Medicare Tax	583.80	316.99	316.99	0.00	266.81	54.30
208-66-72003-8325 Internal Service Chgs-Workers Comp	1,791.23	357.33	357.33	0.00	1,433.90	19.95
208-66-72003-8326 Retirement	7,162.35	2,326.60	2,326.60	0.00	4,835.75	32.48
208-66-72003-8328 Internal Service Chgs-Dental Insurance	406.80	135.60	135.60	0.00	271.20	33.33
208-66-72003-8331 Internal Service-Chgs-Leave Payout	4,116.42	1,369.69	1,369.69	0.00	2,746.73	33.27
208-66-72003-8332 Vision Plan	25.32	8.48	8.48	0.00	16.84	33.49
TotalFringe Benefits	17,713.04	6,023.77	6,023.77	0.00	11,689.27	34.01
Total Personnel Services	80,258.88	27,544.47	27,544.47	0.00	52,714.41	34.32

Expenditure Group Budget Report

CITY OF SAN RAFAEL
 7/1/2018 through 6/30/2019

208 Childcare Fund
 66 Community Services Department
 70000 Child Care Division

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
208-66-72003-9000 Non-Personnel Services						
208-66-72003-9200 Services						
208-66-72003-9210 Maintenance of Parks & Grounds	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9211 Travel and Conference	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9212 Training & Instruction	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9216 Professional Dues & Subscription	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9220 Building Maintenance Contracts	4,750.00	2,230.01	2,230.01	0.00	2,519.99	46.95
208-66-72003-9222 Maintenance Buildings & Improvements	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9230 Maintenance & Repair;Equip & Machinery	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9240 Internal Service Chgs-Vehicle Equipment	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9250 Rental;Other	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9270 Contractual Services	2,000.00	697.15	697.15	0.00	1,302.85	34.86
208-66-72003-9280 Advertising & Community Promotion	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9290 Insurance & Surety Bonds	450.00	0.00	0.00	0.00	450.00	0.00
208-66-72003-9292 Internal Service Chgs-Liability Ins.	0.00	0.00	0.00	0.00	0.00	0.00
TotalServices	7,200.00	2,927.16	2,927.16	0.00	4,272.84	40.66
208-66-72003-9300 Supplies						
208-66-72003-9310 Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9320 Recreation Supplies	3,770.00	865.83	865.83	0.00	2,904.17	22.97
TotalSupplies	3,770.00	865.83	865.83	0.00	2,904.17	22.97
208-66-72003-9400 Utilities/Communication						
208-66-72003-9420 Utilities-Other	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9430 Communications	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9431 Internal Service Chgs-Telephones	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9433 Utilities - Gas	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9434 Utilities - Electricity	1,000.00	0.00	0.00	0.00	1,000.00	0.00

Expenditure Group Budget Report

CITY OF SAN RAFAEL
 7/1/2018 through 6/30/2019

208 Childcare Fund
 66 Community Services Department
 70000 Child Care Division

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
TotalUtilities/Communication	1,000.00	0.00	0.00			
208-66-72003-9500 Other						
208-66-72003-9521 Credit Card Fees	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9522 Other Charges	0.00	0.00	0.00	0.00	0.00	0.00
TotalOther	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9700 Assets-Purchase/Cost						
208-66-72003-9711 Furniture and Fixtures	0.00	0.00	0.00	0.00	0.00	0.00
208-66-72003-9712 Equipment Other	0.00	0.00	0.00	0.00	0.00	0.00
TotalAssets-Purchase/Cost	0.00	0.00	0.00	0.00	0.00	0.00
Total Non-Personnel Services	11,970.00	3,792.99	3,792.99	0.00	8,177.01	31.69
Total Childcare Fund	92,228.88	31,337.46	31,337.46	0.00	60,891.42	33.98
Grand Total	92,228.88	31,337.46	31,337.46	0.00	60,891.42	33.98